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Standardized Reporting Shorthand

IS PREPARED FOR

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186 Murray
WHOSE HELPFUL CO-OPERATION, TOGETHER WITH THE GOOD-WILL AND ASSISTANCE OF OTHER MEMBERS OF THE NATIONAL SHORTHAND REPORTERS' ASSOCIATION HAS MADE THIS PUBLICATION POSSIBLE.
Robt D Taylor
Robt Daylor Tho: Bengongh
Jodniller
Edward HEldridge
Milluttond
Jones.
I ha Higguno
Leurs D. Sanders
Godfrey Dewey
Godfrey Velley

. STANDARDIZED REPORTING SHORTHAND

(Pitmanic)

PRINCIPLES COMMONEST ENGLISH WORDS WORD SIGNS AND CONTRACTIONS

Prepared by the Standardization Committee of the National Shorthand Reporters' Association

> Published by the Association 1921

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INTRODUCTION

This Handbook is the culmination of twelve years' intermittent work by the Standardization Committee of the National Shorthand Reporters' Association. This Committee was appointed by the Association at its annual convention held at Lake George, N.Y., in August, 1909, following a paper read by Mr. Thomas Bengough of Toronto, Canada, outlining plans and methods for making the National Association a clearing house for the best practice of the Pitmanic verbatim reporters of the United States and Canada, and the selection of the most approved shorthand outlines and contractions from the various modifications of Pitmanic systems, thus putting the whole on a thoroughly systematic and scientific basis.

The high ideal set before the Committee was two-fold:

- 1. That each shorthand character selected for a word or phrase, standing by itself, should be eminently facile, free from confusion or conflict with any other character, and when properly written, absolutely legible without dependence on context.
- 2. That the notes of any reporter using Standardized Shorthand should be read and transcribed correctly by any other reporter or trained assistant.

The Committee was instructed and empowered to collect from members of the National Association their reporting notes, with transcripts, lists of abbreviations used, suggestions for new outlines, and reports as to difficulties, clashings, etc., these to be arranged in three classes:

- A. Suggested abbreviations;
- B. Tentative forms;
- C. Adopted outlines.

Lists in Class B were to be issued to members for personal test and report; lists in Class C were to be published as early as possible. This was done in 1916, and the present list of word signs and contractions is the result of the actual testing of that crude collection, and the reaction thereon by practical reporters in the United States and Canada.

The problem set before the Committee was to find the "common factor" in the Pitmanic systems as these had been modified or developed by thousands of verbatim reporters, no two of whom were absolutely alike in temperament, training, or actual attainment. This was the ideal phase of the problem, sometimes looked upon as Utopian. But the overmastering desire of reporters for devices that would save time and labor, and secure ease of execution and accuracy of outline, gave to the whole project such a practical appeal that during the long period through which the Committee has been working and investigating, a keen interest in standardization of shorthand on the part of the entire reporting profession has been manifested.

The Committee has utilized the columns of the National Shorthand Reporter and The Shorthand Writer, organs of the National Association, The

Stenographer and Phonographic World and other shorthand journals, for correspondence, interim reports, discussions, bulletins, specimen pages of Standardized Shorthand and contributed abbreviations, "Side-Study on Standardization," and various other methods of publicity, in order to keep up the interest in a work which to many seemed to drag on without much to show in the way of actual results. The Committee members have personally experienced the tedium of their task, but notwithstanding the numerous delays occasioned by illness, stress of work, and unavoidable occurrences, they feel a great satisfaction in having partly accomplished the work outlined.

The personnel of the Committee has remained constant to a remarkable degree during these twelve years. The original five members appointed in 1909 were: Thomas Bengough, Canadian Senate Reporter, Toronto, Ontario; Robert S. Taylor, Court Reporter, Minneapolis, Minnesota; Dr. William Whitford, Medical Reporter, Chicago, Illinois; Edward H. Eldridge, Ph. D., Simmons College, Boston, Mass.; F. Berryman, Court Reporter, Toronto, Ontario.

In 1911 the Committee was enlarged by the addition of the following members: J. Fordyce Wood, Court Reporter and Handwriting Expert, Portland, Oregon (now of Chicago, Illinois); William M. Higgins, Court Reporter, Minneapolis, Minnesota; James E. Fuller, Principal Shorthand Department, Goldey College, Wilmington, Delaware; Henry S. Sanders, Court Reporter, New York City, New York;

D. A. Brown,* General Reporter, Cincinnati, Ohio; Charles H. Magee, Court Reporter, Birmingham, Alabama. In 1920 Godfrey Dewey of Lake Placid, New York, was appointed a member.

The Standardization Committee as it now stands is composed of Mr. Taylor, Mr. Bengough, Dr. Whitford, Dr. Eldridge, Mr. Fuller, Mr. Sanders, Mr. Wood, Mr. Higgins, and Mr. Dewey. The Committee has represented every phase of Pitmanic practice in reporting, and has had the unusual advantage of the teaching experience of Messrs. Eldridge and Fuller, both of whom have been active reporters.

During the past year the Committee has also had the benefit of the studies of Mr. Dewey upon the frequency of English words and sounds, and has employed to advantage in determining some questions of outline formation, the data compiled by him from the facility tests held in Detroit and New York in 1919.

While all the members of the Standardization Committee have unselfishly and without compensation devoted a great deal of their valuable time to Standardization work, we feel that special mention should be made of Robert S. Taylor, who was for many years the Chairman of the Committee. Upon him devolved the heavy task of directing and mapping out the work of the Committee, the preparation of lengthy lists of words in illustration of the various principles, and the revision of the work. This was no light task, and in the midst of Mr. Taylor's

onerous court work he devoted whole days and long evenings to this work even at the expense of his health. He has worked with an enthusiasm that has inspired all the members of the Committee to renewed efforts, and the Committee feels that it is largely to him that it is indebted for the progress it has made.

It must not be inferred from this that other members of the Committee have not also worked hard and untiringly on this task. Notwithstanding the daily grind of official duties in court and school, they have all cheerfully spent innumerable hours on the work that has been allotted to them, actuated solely by the desire to see perfected a system of shorthand that should comprise the best features of all the Pitmanic systems, standardized as far as it is humanly possible; safe, legible and facile.

It may be asked, What is Standardized Shorthand? As to the principles thereof, it is a composite of the best features of various Pitmanic systems, as determined by a most searching analysis and comparison of the good features of each system, afterwards tested in the crucible of actual work by practical shorthand reporters. A great many lists of words, some sixty pages or more in length, involving each principle under consideration, were compiled, and by a system of comparative analysis it was settled in each case which principle afforded the greatest advantages in facility of execution, legibility, and avoidance of conflicts.

The Committee devoted several years to this work before it finally recommended to the Association the

principles which were later adopted by the Association, and which are set forth in detail in this book. After the adoption of the principles, the Committee began work on the word signs and contractions. Lists of these were compiled, and gone over again and again in an endeavor to find the very best outline for each word. The result of this investigation is now published, and the Committee feels that this list presents a more reliable and authoritative compilation of word signs and contractions than has yet appeared in any Pitmanic textbook.

The present book is intended primarily for the use of reporters, giving them the tested results of actual experience by hundreds of their colleagues in the use of standardization principles, word signs, and contractions. As such, it should be of immediate service to every working reporter. The statement of principles will enable any writer of Pitmanic shorthand to understand the basis on which the list of word signs and contractions has been constructed. While the Committee has not intended that the statement of principles should serve as a textbook, it has endeavored to express the rules with sufficient clearness to illustrate them amply, and make them readily understood by any one familiar with Pitmanic shorthand.

It is the plan of the Committee to follow up the present publication with others, notably a shorthand dictionary and phrase book, and a textbook.

STATEMENT OF PRINCIPLES

- 1. Basis and Derivation. STANDARDIZED REPORTING SHORTHAND is a purely phonetic system, the fundamental principles of which have been selected from various Pitmanic systems.
- 2. Consonant Strokes. The following strokes represent the consonant sounds of English.

1	p as	in and pop	⊅in)	as S	in and cease	<i>s</i> eal
1	b	bib	<i>b</i> in)	z	zebras	zeal
1	t	tot	∕en	J	3	shrewish	assure
i	d	did	<i>d</i> en)	3	leisure	azure
/	ς	<i>ch</i> ur <i>ch</i>	<i>ch</i> oke		1	/ul/	<i>l</i> ap
/	j	<i>j</i> ud <i>g</i> e	<i>j</i> oke	/\	r	roar	<i>r</i> ap
	k	cloc k	<i>c</i> ome	$\overline{}$	m	mum	map
_	g	gi g	gum	$\overline{}$	n	nine	$\sin n$
	f	<i>f</i> i <i>f</i> e	<i>f</i> an	\smile	ŋ	sinking	sing
-	\mathbf{v}	valve	7/an	6	h	hay	head
(ħ	thinketh	<i>th</i> igh	1	w	way	wet
(đ	ba <i>th</i> e_	thy		у	<i>y</i> am	yet
	mp	dumb or	a m hush		1r	nai <i>ler</i>	

NOTE. The strokes for mp-mb and lr are irregular in that they represent combinations of two elementary consonant sounds. They are listed here for convenience. Lr is used only as a final stroke.

3. Vowels. Vowels are represented by light and heavy dots and dashes placed at the beginning, middle, and end of strokes, as follows:

•	as i I	n and seat	tr <i>ee</i>	-	as in	sit and	<i>i</i> n
•	ê	fr <i>ei</i> ght	ache	-	e	fret	<i>e</i> bb
	, α	part	far		a	p <i>a</i> t	tack
						~	-
-1	Ø	n <i>au</i> ght	saw	-	9	not	odd
-	o	boat	<i>o</i> ld	-	υ	but	tub
_1	û	fool	ooze		u	full	foot

4. **Diphthongs.** The diphthongs and two of the coalescents are represented thus:

Dip	hthongs							
'	as in å	aisle and	by	ا	u as ii	unit	and	few
^	ė	oil	boy			twine		wife
\wedge	aı	out	now					

NOTE. The phonetic print letters used to key the sounds of the alphabet are a simplification of the Revised Scientific Alphabet or NEA Key Alphabet, used as Key 1 of the New Standard Dictionary and its abridgments, by Godfrey Dewey, in harmony with shorthand practice. They provide a single explicit letter for each sound and observe the true phonetic relations between the long and short vowel sounds, in harmony with international usage and the long standing practice of Pitmanic shorthand.

5. Coalescents. The coalescence of w and y with vowels may be shown by writing a small semicircle in the position of the proper vowel. The w-semicircle opens to the right for the dot vowels, to the left for the dash vowels. The y-semicircle opens to the top for the dot vowels and to the bottom for the dash vowels.

Note. From these characters are derived the secondary characters representing w and y described and illustrated in paragraph 17.

- 6. Secondary Consonantal Representation. Certain of the frequently recurring sounds are, subject to definite rules, represented by briefer forms than those given in paragraph 2. These abbreviated forms, which consist of circles, loops, hooks, ticks, double-lengths, etc., are employed according to rules set out in paragraphs 7 to 51 inclusive.
- 7. Small Circles. Initial s and medial or final s or z are represented by a small circle written with left motion on straight detached stems, on the inside of curves, and on the outside of angles between straight strokes, as in practically all Pitmanic systems. Initial z requires the stroke form.

NOTE. — Left motion is counter-clockwise. Right motion is clockwise. Mnemonic: The *clock* is *right*.

Illustrative words:



Key: space, sorrows, desk, dusty, saves, zigzags, desires, sarcasm, felicitous.

8. Large Circles. Ses, sez, ses, and other similar syllables, are represented by a large circle, as shown below.

Key: spaces, discusses, molasses, caresses, system, indices, suspicious, season, italicize, exhaust, Susan.

9. The St-Loop. A small loop attached initially, medially, or finally expresses the combined sounds of st. Attached finally, the loop may be used to represent zd, but the principle must be used with caution in monosyllables. Illustrative words:

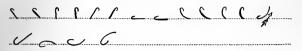


Key: steep, stab, store, steam, stillest, destiny, mystify, roast, mast, zest, disposed, excused, revised, caused, mused, dozed, raised.

10. **The Str-Loop.** A larger loop is used to represent final *str*, as in most Pitmanic systems. In rare instances this loop is attached medially. Illustrations:

Key: poster, dusters, master, bolster, district, moisture, pasture, texture, admixture, fixture.

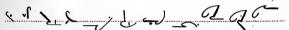
11. The L-Hook. A series of double-consonant stems consisting of a stroke initially hooked is used to express the following combinations:



Pl, Bl, Tl, Dl, Chl, Jl, Kl, Gl, Fl, Vl, Thl, Dhl, Shl (upward). Rl, Ml, Nl, Ll.

Note. These hooks are all small except the last four. Observe that all except ml and ll are written with left motion.

Illustrative words:



Key: play, idle, buckle, oval, carol, tunnel, glacial, camel, illogical, illegible, illegal.

12: The R-Hook. A similar series of double-consonant stems is used to represent the combination of the consonant strokes with the sound of r, as follows:



Pr, Br, Tr, Dr, Chr, Jr, Kr, Gr, Fr, Vr, Thr, Dhr, Shr, Zhr, Mr. Nr.

Note. Observe that all of these hooks except nr are written with right motion, and that mr and nr are shaded.

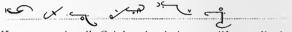
Illustrative words:



Key: pray, robber, throb, leisure, crop, rumor, honor, bother, joker, Kramer, digger, picker.

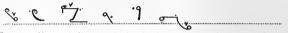
13. Special Vocalization. To avoid awkward or inconvenient outlines resulting from the use of the strokes l or r, special vocalization may be used to indicate the presence of a vowel between sounds

represented by double consonants, as in the following words:



Key: normal, roll, Calvin, circulation, qualify, cardinal.

14. **Triple Consonants.** The circle-s is attached initially to double consonants in the way common to most Pitmanic systems, thus:



Key: splice, civil, psychological, spray, cedar, sacrifice.

15. Quadruple Consonants. The ses-circle or the st-loop may precede a straight double consonant of the r series in a similar way. Illustrations:



Key: sister, stoker, stager, stagger.

16. Initial In, En, Un. These syllables, when followed by a circle written with right motion, or by a triple consonant of the *l* series, may be expressed by a backward initial hook, as shown below. (See paragraphs 11 and 14.)



Key: insulation, enslave, insomnia, unseemly, unceremonious, incise, uncivilized, unexplored, unexplained.

NOTE. The principle must be used with care in negative words.

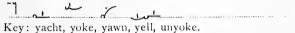
17. Brief W. A semicircle opening either to the left or to the right (whichever gives the better join-

ing) may be attached initially (and sometimes medially) to represent w. Illustrative words:



Key: web, wait, weak, wing, waif, wedge, outwit, Glenwood. Note. For the derivation of these forms see paragraph 5.

18. Brief Y. Similarly, a semicircle opening either up or down represents y. Illustrations:



19. **S Before Brief W.** The small circle-s combines initially with brief w as in the following words:



Key: sweat, switch, swag, swap, Sweden.

20. **The Small W-Hook.** Brief w before lay, ray, m and n takes the form of a small hook, as shown below.

NOTE. Lay is the distinctive name given to the stroke l when written *upward*; the same stroke written *downward* is called el. Similarly the name ray signifies the *upward* form of r.



Key: wail, wore, woman, wine.

21. The Circle-S Before the W-Hook. The circle-s may precede this small w-hook, as shown in the following words:



Key: swore, swale, swim, swoon.

22. The Tick-H. For greater ease in joining, h may be represented either initially or medially by a short tick in the direction of ch, whenever it forms an acute angle, thus;



Key: hook, unhook, hale, inhale, human, inhuman, hearse, rehearse.

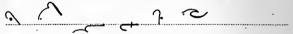
23. The LR-Hook. The l-hook may be enlarged to add the sound of r, as in the following words:



Key: coupler, traveler, muffler, buckler, floor, blare, declare, clear, clergy.

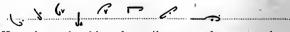
Note. This principle does not, of course, apply to the large l-hook attached to m, \vec{n} , lay, and ray. See paragraph 11.

24. The RL-Hook. Similarly an enlarged r-hook expresses an added l_i as in the following words:



Key: April, liberal, mackerel, girl, trail, mineral.

25. The N-Hook. A small final hook written with right motion on straight strokes and on the inside of curves represents n; thus:



Key: fan, pain, thine, down, line, gone, hen, campaign.

26. Final Ns and Nz Distinguished. Following curved strokes, final nz is usually written with the hook and circle, and ns with the stroke n and circle.

This not only increases legibility but preserves uniformity of outline in derivatives. Illustrations:



Key: shines, lanes, mains, zones, ransom, lonesome; evince, evinces, evinced.

27. Final Ns, Nses, Nst, Nstr, on Straight Strokes. A final circle or loop following the n-hook on a final straight stroke is written with right motion, as shown in the following illustrations:



Key: puns, punster; dance, dances, danced; rinses, rinses, rinsed; drowns, prince, glance, glances, cranes, spinster.

28. The F-V-Hook. A small final hook attached only to straight strokes and written with left motion, represents f or v, thus:

Key: puff, bravery, toughen, chief, crave, hoof, hive.

29. Circle-S Inside Small Hooks. The circle-s is written small inside the f-v hook, thus:



Key: puffs, braves, toughs, chiefs, craves, roofs, hives.

30. Special F-V-Hook on Curves. Restricted use of an elongated final hook on certain curves to indicate f or v is provided for, thus:



Key: thief, nerve, live, (leave), navigation.

31. The Shun-Hook. A large final hook written on the inside of curves, and with left motion on straight strokes, represents the syllable variously spelled *tion*, *cian*, *sian*, *sion*, etc. Illustrations:



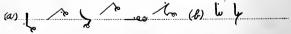
Key: reception, stationer, fusion, electrician, function, artesian, session, cautionary, delusion, abortion.

32. The Backward Shun-Hook. Following a final circle, the *shun*-hook is turned backward through the preceding stroke, taking the shape of a small curl. Illustrative words:



Key: physician, accession, transition, pulsation, sensational.

33. Irregular Representation of Shun. To secure brief and more convenient outlines for certain derivative words, two irregular forms of *shun* are provided:
(a) Following half-length strokes, it is represented by the circle-s and the backward curl. (b) Following the f-v-hook, a small breve may be used for *shun*. Illustrative words:



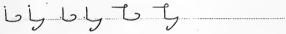
Key: (a) adaptation, reputation, vegetation, repetition, accentuation, arithmetician; (b) division, divisional.

34. S-Circle Following Shun. The final circle-s may be written within any of the foregoing forms representing shun, as in:



Key: motions, depositions, dispensations, repetitions, divisions.

35. Differentiated Shun. When the syllable *shun* is immediately preceded by consecutive vowels, it is often wise to use the stroke *ish* and the *n*-hook instead of the *shun*-hook, especially in cases of conflicting outlines, as:



Key: Contention, continuation, attention, attenuation, extension, extenuation.

36. The Tive-Hook. A large final hook written with right motion on straight strokes represents the syllable *tive*, as in the following words:



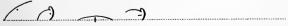
Key: active, sedative, abortiveness, fugitives, adjectives.

37. Lengthening Curves. Any curved stroke may be written twice its normal length to express the added syllables *ter*, *der*, *ther*, *ture*. Illustrations:



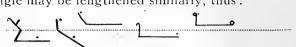
Key: flatter, slaughter, center, wander, smother.

Note. A few exceptions to this practice must be noted because of possible conflicts. Illustrations:



Key: letter-leather, motor-mother.

38. Lengthening Final Straight Strokes. A final straight stroke that joins the preceding stroke at an angle may be lengthened similarly, thus:



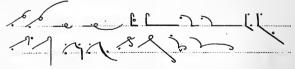
Key: projector, debater, picture, tractor, strictures.

39. Lengthening Single Straight Strokes. A few single straight strokes may be so lengthened, but this should be done with caution. Illustrations:



Key: writer, better, brothers, daughter.

40. Lengthening to Express Past Tense. Lengthening may, with very few exceptions, be safely employed to express the past tense of a verb if the present tense requires more than one stroke and ends with a half-length stroke, hooked or unhooked. One conspicuous exception is the word *elevated*, which conflicts badly with *elevator*. Illustrations:



Key: result, resulted; accent, accented; delegate, delegated; erect, erected; debate, debated; retreat, retreated; elevated, elevator; respond; responded; remind, reminded.

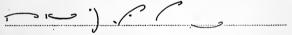
41. Final Hooks on Lengthened Strokes. À final hook attached to a lengthened stroke is read before

the syllable expressed by lengthening. (This principle is used mostly with the n-hook.) Illustrations:



Key: painters, binder, slender, tenderness, flounder, surrenders.

42. Exceptional Treatment of Final Hook. In order to retain certain desirable outlines, it is allowable to make an exception in the case of such words as the following, in which the final hook is read *after* the syllable expressed by lengthening. Illustrations:



Key: modern, northern, eastern, alteration (a special form), alderman, and in such phrases as "another-one."

43. Lengthened Ing. The stroke *ing* is lengthened to express added *ker* or *ger* as follows:



Key: sinker, linger, hunker, hunger, anchor, anger.

44. Lengthened MP-MB. The stroke mp-mb may be lengthened to express added er as shown below.



Key: chamber, timbers, lumber, jumper, plumper.

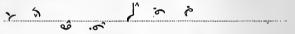
45. Halving. Any stroke except w, y, lr, ing, mp-mb, lay, ray, and h may (subject to certain restrictions to provide for vowel placement or indication) be written half its usual length to express a following

t or d. Lay, ray, and h may be halved to add t, but not to add d, when they stand alone. Illustrations:



Key: pate-paid, bite-bide, coat-code, got-God, great-grade, pedagogue, carrot, hate, write, invite, light, coördinate, reed, laid, heed.

46. Shading to Express D. The strokes *l*, *r*, *m*, *n* may be shaded and halved to express *d*. Illustrations:



Key: old, hired, sounds, consumed, toiled, seemed, sealed.

47. Initial Appendages to Halved Strokes. Initial circles, hooks, and loops may be attached to halved strokes the same as to full-length strokes. Illustrative words:



Key: stopped, spread, bottled, colt-cold, prodigious, invert, generate, slate, stared, stamped, swelled, sward.

48. Final Circles and Loops Read Last. A final circle or loop attached to a halved stroke is read *after* the indicated t or d, thus:



Key: avoids, tightest, rights, fattest, greatest, moods, hoards.

49. Order of Reading Final Appendages. A final hook attached to a halved stroke is read before the

indicated t or d, but a circle following such a hook is read *last*. Illustrations:

Key: paint, paints; tuft, tufts; brand, brands; cautioned, motioned, drift, drifts.

50. Past Tense Added by Stroke D. When the present tense of a monosyllable is represented by a halved stroke, or when for any other reason the use of the lengthening principle explained in paragraph 40 is not desirable, the past tense is regularly formed by adding the stroke d, joined or disjoined, according to convenience, thus:

Key: scent, scented; treat, treated; cheat, cheated; mount, mounted; float, floated; dread, dreaded; crate, crated; fret, fretted; sound, sounded.

51. Exceptional Forms for Past Tense. Some lengthened final-hooked strokes do not conveniently join with the stroke d to form the past tense. In such cases it is best to employ the halving principle, thus:



Key: render, rendered; thunder, thundered; encounter, encountered; flounder, floundered; slander, slandered.

GENERAL PRINCIPLES

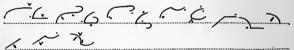
52. Final Vowel Indication. The use of the downstrokes for l and r at the end of outlines to indicate

a final consonant sound, and the corresponding use of the upstrokes *lay* and *ray* to indicate a final vowel is approved, in so far as such use is practicable. Illustrations:



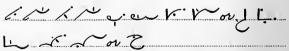
Key: foal, folio; veil, volley; jewel, jelly; towel, tallow; fair, fairy; door, dory; shower, showery.

53. Initial Vowel Indication. As far as practicable, the use of the downstrokes for l and r at the beginning of outlines to indicate an initial vowel, and the corresponding use of the upstrokes lay and ray to indicate an initial consonant sound is recommended, thus:



Key: like, alike; location, allocation; locative, elective; Lena, Illinois; rack, ark; oar, row; Ryan, Orion.

54. Stroke and Dot Forms of Ing. Verbals derived from nouns that end with vowels may be distinguished from other words that end with the sound of ng by using the dot ing to indicate the preceding yowel. Illustrations:



Key: haying, hung; rowing, rung; snowing, sunning; delaying, dulling; decaying, ducking; mellowing, mailing.

NOTE. In this connection it should be borne in mind that the facility tests conducted by Godfrey Dewey, of the Standardization Committee, have shown that disjoining causes loss of time more than equivalent to that required to write an added stroke.

PREFIXES

55. Con-Com-Cog. These syllables are represented by a dot preceding the outline, as shown in the following words:



Key: Condescend, controller, compelled, commander, cognomen, cognizance.

NOTE. The prefix should be written first — not after the stem word has been written.

56. **Medial Con.** When *con-com-cog* occur medially, the dot is omitted and the syllable it represents is indicated by disjoining, as shown:



Key: decomposition, recognize, inconvenience.

57. Inter-Enter-Intro. These prefixes are represented by a double-length n, thus:

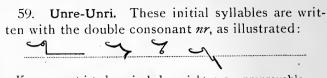


W Key: intercourse, entertain, introduced, intercepted, enterprising.

58. Magna-Magni. These prefixes are written with a disjoined stroke m, as follows:



Key: magnanimity, magnify, magnanimous, magnificent.



Key: unrestricted, unrivaled, unrighteous, unreprovable.

60. Ante-Anti. These prefixes are represented by a half-length n, joined or disjoined, according to convenience, thus:



Key: antemundane, antediluvian, antipathy, antiseptic.

61. **Self.** A small circle, joined or disjoined, represents this prefix, as illustrated:



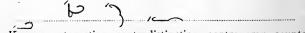
Key: selfish, self-respect, self-evident, self-denial.

62. **Self-con.** When *self* is followed by *con* the circle is written disconnected in the place of the dot-*con*, thus:



Key: self-confident, self-control, self-conceit, self-condemned.

63. **Counter-Contra-Contro.** These are expressed by a disjoined tick preceding the outline, as shown:



Key: counteraction, contradistinction, controversy, counterclaim. 64. **For-Fore.** These prefixes are represented by the stroke *f*. Illustrations:

Lob to the last

Key: foreclose, forefront, foremost, foretold, forbid, forebode, forfeit, forswear, forward.

SUFFIXES

65. **Ing.** Whenever, for any reason, the use of the stroke *ng* is undesirable, the syllable may be represented by a dot at the end of the outline, as illustrated:



Key: doing, saying, laying, decaying, pitying, displaying.

66. Ings, Ing-his, Ing-us. These suffixes are represented by the disjoined circle, thus:



Key: doings, sayings, meetings, takings, buildings, paintings, giving his (us), asking his (us), protecting his (us).

67. **Ingly.** This double suffix may be represented by a shaded tick, disjoined and generally slanted, thus:



Key: obligingly, aggravatingly, tantalizingly, hesitatingly.

68. Ing-the. The word *the* following a word ending with *ing* may be phrased with the preceding word by means of a slanting disjoined tick, as shown:

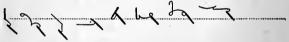


Key: doing the, meeting the, taking the, printing the, acting the.

69. Ing-a. When a word ends with *ing* followed by a, the *ing-a* may be expressed by a vertical or horizontal tick; but this tick must be written with perfect accuracy to avoid conflicts with *ing-the*. Illustrations:

Key: doing a, taking a, meeting a, treating a, giving a.

70. Ble-Bly. These syllables are represented systematically by the stroke b whenever the hooked or double-consonant form bl will not join conveniently. Illustrations:



Key: dependable, surmountable, patentable, actionable, adjustable, defensible, transmissible, inclinable.

71. Ility-Ality-Arity-Erity. These suffixes are regularly represented by disjoining the stroke representing the consonant immediately preceding the suffix, as illustrated:



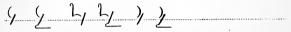
Key: dependability, plurality, popularity, prosperity, ductility, cordiality, disparity, dexterity.

72. Self-Selves. These suffixes are represented by a small and a large circle, respectively, usually

joined, but sometimes disjoined for greater legibility or suggestiveness, thus:

Key: myself, yourself, yourselves, themselves, oneself.

73. Ology. This suffix is represented by 'a disjoined j, thus:



Key: theology-theological, dermatology-dermatological, zoölogy-zoölogical.

74. **Ment.** This suffix is often abbreviated by the omission of either the m or the n, as shown:



Key: refinement, assignment, discernment, commandment, regimental, experimental, fundamental, enrollment, announcement.

75. **Double Suffixes.** Many words terminate in what may be called a double suffix, the final syllable being *ness*. Systematic representation of such terminations is provided for as follows: To represent the first suffix, disjoin its most suggestive consonant stroke and attach to it the final circle-s to represent *ness*.

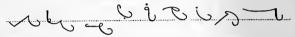
NOTE. When the preceding suffix is *less*, the final circle must, of course, be enlarged.

Illustrations:



Key: agreeableness, serviceableness, wickedness, gracefulness, passiveness, fearlessness, affectionateness, bashfulness, manliness, wholesomeness, deliberateness, childishness, carelessness, mischievousness.

76. Omission of $K_{\cdot,\cdot}$ Words terminating with the syllables *action*, *ection*, *iction*, *iction* are generally contracted by the omission of the k, thus:



Key: putrefaction, disinfection, classification, affliction, construction, mystification, confection, refraction, introduction.

77. **Ful-Fully.** The *l*-hook may be omitted for a more convenient joining. On straight strokes the *f*-hook may be used, thus:



Key: disgraceful-ly, baneful-ly, spoonful, glassful, wonderful-ly, bountiful-ly, careful-ly, cheerful-ly, helpful-ly, poyful-ly.

78. **Ship.** The stroke *ish*, joined or disjoined, expresses the suffix *ship*, thus:



Key: hardship, judgeship, statesmanship, generalship, horsemanship, township, steamship, partnership.

79. **Ficient-ly-cy.** These terminations are abbreviated as shown in the following illustrations:

 \cup \vee \cup .

Key: efficient-ly-cy, deficient-ly-cy, sufficient-ly-cy.

80. Tial-ly. These syllables are generally omitted following the n-hook, thus:



Key: circumstantial-ly, credential, differential, potential-ly, presidential, residential.

SYSTEMATIC CONTRACTIONS

Certain classes of words not heretofore listed are regularly abbreviated according to definite rules of ellipsis, as follows:

81. **N.** Omit *n* regularly in the prefix *trans*, and elsewhere in outlines where it does not join conveniently, thus:



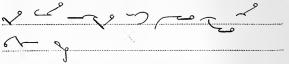
Key: transfer, transplant, transpire, transmissible; transfusion, transmogrification, abandonment, attainment, counsel, chancery, contentment, enchantment, frantic, harbinger, husbandman.

82. **T.** When t follows s it may be omitted for convenience in such words as the following:



Key: accustom, breastbone, broomstick, domestic, earnestness, expostulation, justify, lastly, mostly.

83. Ing. This syllable may be omitted in many compound words or phrases, such as are shown below:



Key: boarding house, clearing house, gambling house, knitting machine, looking-glass, magnifying glass, meeting-house, sleeping-car, stepping-stone.

84. Room. The r may be omitted from this word and the m written detached below the preceding stroke, as shown:



Key: back room, baggage room, bedroom, dining-room, engine-room.

COMMONEST ENGLISH WORDS

The two lists of commonest words following are taken from the shorthand investigations of Godfrey

Dewey.

Previously published lists have been proved to be not fully representative due to insufficient diversity of the material counted. The lists following are based on an investigation which counted and analyzed every word, syllable, and sound of 100,000 words of connected matter, chosen in twenty well diversified groups representative of good English as used—written, spoken, and printed—today. The largest count previously published, that of Cooke & O'Shea, found only 2500 different words in 200,000; whereas this count found 10,200 different words in 100,000. In view of this strikingly superior diversity the following conclusions seem warranted.

The ten commonest words—the, of, and, to, a, in, that, it, is, I—will be found to form over 25%

of all written, spoken, or printed matter.

The 100 commonest words, here listed in order of

frequency, will form over 50% of all matter.

The 1000 commonest words, here listed in alphabetic order, will be found to form over 75% of any connected matter sufficiently long to be fairly representative, and comprise all words which occur more than once in 10,000 words. Beyond this point no statement as to the commonest words of English can have general significance; for the nature of the words found is no longer common to all grammatic discourse, but varies more and more widely with the subject matter of the material analyzed.

Outlines for these commonest words will accord-

ingly repay particularly careful study.

5 = 0

100 COMMONEST WORDS IN ORDER OF FREQUENCY

		IN ORDER	OF FREQUI	ENCY		
7310	the	390	has		170	made
3 998	of	368	one		169	other
3280	and	331	our		166	into
2924	to	330	an		164	men
2120	a	328	been		163	must
2116	in	321	no		163	people
1345	that	315	their	•	161	said
1216	it	3 06	there		160	may
1213	is	305	were		156	man
1155	I	300	so		153	about
1035	for	296	my		153	over
846	be -	263	if		152	some
839	was	257	me		152	these
782	as	253	what		146	two
775		252	would			very
727	with	248	who			before
680	he	237	when		134	great
643	on	234	him		133	could
617	have	228	them		132	such
600	by	222	her		131	first
589	not	214	war			upon
585	at		your			every
572	this		any		124	how
542	are	210	more		123	come
529	we	210	now		. 123	
517	his	208	its		120	shall
504			time			should
478	they	204	up .			then
466	all	203	do		113	like
458	or	203	out			well
454	which	197	can			little
445			than		111	say
433	from	189	only			
411	had.	188	she	Total,	54,303	

1000 COMMONEST WORDS

IN ALPHABETICAL ORDER

A	35 amount	11 bear
2120 a	330 an	14 beautiful 11 became
30 able	3280 and	11 became
153 about	17 announced	108 because
25 above	15 announceme	nt 30 become
11 abroad	58 another	328 been
17 according	18 answer	139 before 23 began 27 beginning
20 account	210 any	23 began
14 across	30 anything 12 apparently	27 beginning
15 act	12 apparently	2+ Dening
28 action	11 anneared	108 being
. 11 acts	11 approximate 542 are	ly 40 believe
12 addition	542 are	52 best
15 address	13 armies ·	32 better
- 24 administration	43 army	60 between 19 beyond
12 advance	22 around	19 beyond
14 advantage	13 arrived	50 big
16 affairs	14 art	15 bill
11 afraid	13 arrived 14 art 18 artillery	13 black
107 alter	782 as	11 blue
31 afternoon	30 ask	15 board
62 again	36 asked	18 body
73 against	585 at	19 bombardment
19 age	18 attack	18 bonds
11 agents	12 attacks	11 book
36 ago	19 attention	34 books
13 aid	15 attitude	11 bore
23 air	17 authority 15 available	45 both
466 all	15 available	11 bought
	16 avenue	13 boy
37 almost	14 average	28 boys
21 alone	58 away	11 bread
28 along	16 awfully	13 break
27 already	В	19 bring
69 also		13 broken
18 although	75 back	33 brought
13 altogether	15 bad 14 basis	25 building 24 built
62 always 75 am	38 battle	24 Dullt
75 am	846 be	91 business
46 among		11 busy
•	ET A () A A A	

448411

38	STAND	ARDIZEL	REPORTING	SHORT	HAND
50.	L	22	acming.	22	danastmant
	but		coming.	12	department desire
600	buy		command		
600	by		committee	1100	developed
	C	• 29	common	100	
	_	- 17	community	23	didn't
	call	- 23	company	12	difference
	called	-28	complete	25	different
71	came		condition		dinner
11	campaign		conditions		direct
197	can		confidence	14	distance
	cannot		consider	203	
21	can't	12	considerable		does
33	capital	13	considered	36	doing
. 17	car	11	construction		dollars
12	carbon	20	continue		done
23	care	16	contract	67	don't
21	carried	17	control.	18	doubt
23	carry	12	coöperation	95	down
18	cars	11	corn ·	13	drawn
	case	12	corresponden	24	drive
19	cases	21	cost		driven
11	caught	11	costs	15	due
32	cause .	133	could		during
12	causes		couldn't		duty
39	cent		country		auty
30	cents	16	county		E
	certain	37	course	63	each
	certainly	22	court		early
	chair		credit		earth
	change	12	cream		easily
12	change		cut	19	easy
17	character	10	cut	17	effect
22	changed character charge		D -	15	efficiency
10	check	11	daily	21	effort
1/	chief	11	danger	23	eight .
	child	14	date	36	either
	children		day		election
	citizens			21	electric
. 14	citizens		days dear		else -
44	city			10	enclosed
12	claim	12	declared	22	enclosed
14	class	11	deep	21	end
23	clear		defender	17	enemy
13	close		defense	1/	enforced
	coal	16	delay	11	engaged
	cold		delivered	11	engine
123	come		demand	44	enough
23	comes	.12	demanded	14	entire

	1000 COMMONEST	Words
15 entirely	21 fight	89 get
14 equipment	40 fighting	12 gets
14 established	17 figures 11 filled	16 getting
94 even	11 filled	32 girl
21 evening	15 final 15 final 11 finally 49 find 17 fine 15 fire	18 girls
51 ever	11 finally	57 give 46 given 13 gives
124 every	49 find	46 given
17 everything 14 everywhere 12 excellent	17 fine	13 gives
14 everywhere	15 fire	
12 excellent	131 first	21 glad
23 except	12 fish	11 giving 21 glad 73 go 11 goes
11 executive	49 five	11 goes
15 existence	25 flour	60 going
11 existing	12 follow	60 going 12 gold
12 expect	14 followed	20 gone
11 expected	21 following	20 gone 106 good
17 experience	11 follows	17 goods
12 experts	53 food	50 got
11 express	131 first 12 fish 49 five 25 flour 12 follow 14 followed 21 following 11 follows 53 food 13 foot 1035 for	17 goods 50 got 57 government 134 great
11 expressed	1035 for	134 great
11 expressed 18 eye	23 force	16 greater
33 eyes	12 former	11 greatest
, 0) 0	18 foreign	15 greatly
F	18 foreign 12 forget - 18 form	16 greater 11 greatest 15 greatly 23 ground
30 face	· 18 form	12 grown
58 fact	11 forth	44 gun
13 facts	33 forty	23 guns
13 fail	17 forward	-c ganz
15 failure	55 found	H
11 fair	35 four	411 had .
11 fall	32 free	58 half
22 family	· 11 freedom	46 liand
63 far	18 fresh	32 hands
13 farm	· 17 friend	11 happen
11 fast	17 friends	19 happy
17 father	• 433 from	46 hand 32 hands 11 happen 19 happy 21 hard 390 has 617 have
12 favor	46 front	390 has
13 fear	35 full	617 have
32 feel	11 fund	31 having
16 feeling	29 further	680 he
30 feet	29 future	27 head
14 fell.	w/ *utu. 0	25 hear
15 fellow	G	23 heard
15 felt	11 gained	18 heart
54 few	36 gave	21 heavy
20 field	37 general	79 held
18 fifty	16 generally	25 help
	io gomerany	20 1.0.1

40	STANDARD	IZED	REPORTING	SHORT	HAND
222	her	19	interesting	18	leave
	here	166	into		left
	herself		involved		less
46		1213		51	
17	higher		isn't		letter
234	higher him		issue		letters
51	himself	1216		12	liberty
517		208		80	life
	history		it's		light
	hold		itself	113	lile
	holding		I've	113	line
	home	20	1 ve	27	lines
			J		
	honor	12		111	list .
30	hope	13	job	111	little
	horse		judgment	20	live
17	horses	86	just	22	living
	hour	20	justice	25	loan
	hours		K	94	long
	house			11	longer
124	how	32	keep	30	look
22	however	22	kept	13	looked
	human	31	kind	23	looking
21	hundred	13	kindly	20	loss
		30	knew	15	losses
	I		know		lost
1155		24	knowledge	32	love
11	I'd	33	known	16	low
29	idea	30	knows		
13	ideas				M
263	if		L	18	machine
20	1'11	39	labor	170	made
	I'm	11	lack	16	main
	immediate		laid	12	majority
12	immediately	25	land	105	make
11	immense	39	large	26	makes
24	important	12	largely	32	making
26	impossible	15	larger		man
2116	in	18	largest		many
15	increased	77	last	13	market
24	indeed	12	late		married
	industrial	12	later	19	material
15	industry	11	latter		matter
11	influence	34	law	160	may
, 21	information		laws	257	me
11	instance		learn		mean
17	instance		learned		means
10	interest		least		
48	interest	19	icast	12	measure

		1000 COMMONES	SI WORDS
17	meat	12 native	643 on
	meet	12 natural	59 once
	meeting	20 nature	368 one
	members	23 near	14 ones
	memory	15 nearly	189 only
164	men	35 necessar	ry 31 open
	mental	15 necessit	y 14 operation
	mere	32 need	24 opinion
	merely	12 needed	16 opportunity
	met.	21 needs	458 or ·
20	method	13 neither	48 order
12	middle	13 neutral	13 orders
12	miglit mile	101 never	12 ordinary
	miles	99 new	12 organization
		18 news	169 other
51	military	44 next	25 others
	milk	46 night	16 ought
	mill	321 no	331 our
	million	12 nobody	20 ourselves
	millions	13 non	203 out
	mind	17 none	1 <u>53</u> over
	minute	28 nor	75 own
16	minutes	"12 normal	P
15	miss	11 north	P
	modern	589 not	16 paid ·
27	moment	24 note	13 paper
60	money	61 nothing	79 part
24	month	210 now	19 particular
32	months	 32 number 	17 parts
210	more	, 18 numbers	s 27 party
45	morning		20 pass
105	most	0	17 passed
20	mother	U	29 past
13	motor	17 object	29 past 14 patriotism
- 11	move	21 o'clock	43 pay
	moved	3998 of	59 peace
	much	43 off	163 people
16.3	must	22 offensive	e 12 peoples
296	my	27 office	60 per
	myself	23 officers	21 perfect
	,	11 offices	26 perhaps
	N	22 official	14 period
	2.1		
40		12 officials	• 17 permit
	name	12 officials 27 often	• 17 permit • 19 permitted
14	name names	27 often	 19 permitted
14 37	name names nation	27 often 53 oh	• 19 permitted 14 person
14 37 21	name names	27 often	 19 permitted

16 picture	0 '	161 said
11 pictures	11 quality	67 same
52 place	23 question	14 sat
12 placed	16 questions	13 satisfactory
18 places	12 quickly	33 save
16 plain	27 quite	17 saved
22 plan	R	14 saving
19 plans	11 railroads	41 saw
18 play	20 range	111 say
15 please	18 rate	27 saying
16 pleased	32 rather	52 says
16 pleasure	17 reach	23 school
32 point	13 reached	25 sea
11 police	24 read	24 second
23 political		12 section
23 poor	14 read (p) 19 ready	13 secure
23 position	31 real	103 see
12 possibility	33 really	'11 seeing
54 possible	22 managem	19 seem
22 pound	23 reason	26 seemed
26 pounds	16 reasons 23 received	30 seems
57 power		36 seen
15 practical	18 recent	17 self
61 present	16 recently 13 red	28 send
17 president		19 sense
13 press	20 regard	28 sent
13 pressure	14 region	13 serious
23 pretty	22 remember	11 served
12 prevent	19 report	48 service
30 price	12 reported	48 set
11 prices	22 reports	13 seven
12 principle	18 required	37 several
11 private	15 respectfully	120 shall
18 probably	11 responsible	11 shape
18 problem	18 rest 28 result	188 she
21 products		15 shells
15 progress	17 return	18 ship
21 proper	91 right	12 shipment
16 property	12 ring	11 shipping
16 proposed	21 road 21 room	20 ships
13 provide		118 should
13 provided	14 round	31 show
68 public	18 run	13 showing
11 pure	11 running	12 shown
42 purpose	· s	43 side
16 purposes	13 sacrifice	16 sight
63 put	15 safe	19 similar
oo put	-2 200	-> 0

	1000 COMMONESI	WORDS	4
18 simple 13 simply 52 since 13 single 14 sit 12 sitting 40 situation 37 six 13 size 46 small 300 so 16 social 15 sold 27 soldiers 152 some 40 something 14 sometimes 42 soon 20 sort 16 south 17 speak 12 speaking 26 special 12 spent 14 spirit 11 spring 11 staff 12 stage 43 stand 14 standard 11 started 36 state 38 statement 12 station 11 stay	14 strike 11 striking 14 strong 14 study 32 subject 19 success 11 successful 132 such 12 suit 11 sum 16 summer 18 support 14 supplies 19 supply 17 suppose 21 sure 11 surely 11 sweet 19 system T 13 table 86 take 46 taken 22 taking 20 talk 16 task 12 taught 22 tea 51 tell 12 telling 24 ten 17 terms 194 than	44 thing 82 things 73 think 19 thinking 22 third 24 thirty 572 this 104 those 38 though 67 thought 27 thousands 13 thousands 75 three 78 through 14 throughout 17 thus 19 till. 205 time 27 times 2924 to 68 today 17 to-day 25 together 33 told 11 tomorrow 12 tonight 16 tons 57 too 40 took 17 total 13 touch 19 toward 18 town 11 trade 19 train	
12 stage 43 stand	16 task 12 taught	40 took	
11 started	or ren	13 touch	
38 statement 12 station	24 ten 17 terms 194 than	18 town 11 trade	
58 still 11 stone 16 stood 19 stooped	21 thank 1345 that 21 that's 7310 the 315 their 228 them	15 transportation 26 troops 21 trouble	n
12 stop 20 story 11 straight 17 strange	34 themselves 115 then 306 there 16 therefore	30 truly 17 trust 21 truth 14 try	
21 street 19 strength	152 these 478 they	11 trying 17 turn	

30 turned	12 wants	13 wise
13 twelve	214 war	28 wish
30 twenty	839 was	727 with
146 two	11 wasn't	20 within
12 type	39 water	70 without
	104 way	59 woman
U	15 ways	47 women
108 under	529 we	15 won
19 understand	13 weather	14 wonder
12 unknown	25 week	17. won't
21 unless	15 weeks	19 word
50 until	113 well	18 words
16 unto	50 went	83 work
204 up	305 were	13 working
129 upon	15 west	12 works
123 us	253 what	103 world
28 use	16 whatever	22 worth
36 use (v)	32 wheat	11 worse
45 used	237 when	252 would
12 using	83 where	15 wouldn't
12 usual	31 whether	21 write
	454 which	14 written
v	78 while	32 wrong
26 value	16 white	0= 1170Hg
14 various	248 who	Y
145 very	45 whole	59 year
15 vessels	28 whom	93 years
20 victory	42 whose	23 yes
29 view	51 why	33 yesterday
13 village	11 wide	68 yet
12 voice	11 wife	775 you
·	11 wild	41 young
· W	445 will	214 your
14 wait	13 willing	16 you're
44 want	17 win	56 yours
24 wanted	11 winter	12 yourself
		•

Number of words counted			· .		100,000
Words in this list (which includes a	ll ús	ed m	ore tl	han	
once in 10,000 words)					1,027
Total occurrences of words listed					78,633

INTRODUCTION TO WORD SIGN AND CONTRACTION LIST

On the following pages will be found an alphabetical list of all the word signs and contractions recommended by the Committee. This list is not intended in any way as a general vocabulary or phrase list, although many words have been included which are not strictly word signs or contractions. Such words have been inserted either because many writers use contractions for them and the long form is inserted to show the Committee's preference, or they have been added for illustrative purposes. The few phrases which have been included are given to show their relation to one of the word signs or contractions.

Word signs (outlines composed of single strokes and appendages) are printed in bold-face type. Words which are derived directly from word signs are indented. Words which are inserted because of danger of conflict or for comparison and which are not necessarily in their alphabetical order are indented and placed in parentheses.

In Pitmanic shorthand, several methods are employed for indicating the past tense. In the list of words following, four such methods are indicated and when one of these four methods may be employed, the fact is indicated by a superior letter or character as shown in the key on the following page.

KEY TO WORD SIGN AND CONTRACTION LIST

adjudge ^d	the past tense should be expressed by a joined d or t .
abolish-ed ^d	the outline given is usually safe for all forms indicated, but when necessary, the past tense may be expressed by a joined d or t .
accept ^{-d}	the past tense should be expressed by a disjoined d or t .
acquiesce-d-d	the outline given is usually safe for all forms indicated, but when necessary, the past tense may be expressed by a disjoined d or t .
engage ¹ -ment	the past tense should be expressed by <i>halving</i> the final stroke.
accompany-led 1-ment	the outline given is usually safe for all forms indicated, but when necessary, the past tense may be expressed by <i>halving</i> the final stroke.
abstract ²	the past tense should be expressed by making the final stroke double length.
acquaint-ed ² -ance .	the outline given is usually safe for all forms indicated, but when necessary, the past tense may be expressed by making the final stroke <i>double length</i> .
accomplish-ed ¹	the hyphens indicate that the outline given is used for all three forms.
acceptable ness	the hyphen indicates that the outline is for acceptableness and not for acceptable.
(voc.)	indicates that the outline should be vocalized.
(V)	indicates that the word is a verb,
(n)	indicates that the word is a noun.

WORD SIGNS AND CONTRACTIONS

A		accident	£	acquiescent	
a	*	accidental	£	acquirement	~
ability	<i>.</i>	(incidental)	`\Z	active-ity	
able-bodied	<i>L</i>	(suddenly)	ل.	addition	- t
abolish-edd	$\sim \gamma$	accommodate2		(adhesion)	<u> </u>
about	/	accommodation	L	(condition)	<u></u>
above-men- tioned		accommodative	J	(edition)	
abstract ²		accompanist		additional-ly	.1
(obstruct)		accompany -ied ¹ -ment		adjudge ^d (voc.)	}
abstractedly		accomplice		adjutant-gen-	/
abstracter	. Jan	(common- place)		admeasurement	: L
abstraction	اح	accomplish-ed¹	<u> </u>	administer-ed ¹	
(obstruction)	- Jan	according		(destroy)	14
abstractive	S	according to	<u></u>	administerial	
abstractly	. Su	accordingly	<i>-1</i>	administrable	· }
accept ^{-d}	g	accurate		administra-	
(except)	2.	accuracy)	(decision)	
(expect)	7	accurately		(demonstra- tion)	
acceptability	8	acknowledge-d¹ -ment		(destruction)	
acceptable	8	acquaint-ed² -ance	رۍ	administrative	}
acceptable- ness	8	acquaintance- ship		administrator	- J
acceptance	2	acquiesce-d ^{-d}		administratrix	
acceptation	8	acquiescence	ا و	admittedly	

admonish-ed-d	<u> </u>	adviser	<u></u>	agriculturist	وعنت
-tion (diminish)	<u> </u>	advisory	<u></u>	ah	
advancement	- -	(officer)		alcohol	
advantage	.Z	(official)	<u> </u>	(alkali)	<u> </u>
(age)	./	advised	6	alcoholic	
advantages	. 6	advisedly	<u>K</u>	alcoholism	·/······
-ous advantage-		affect-ed²	L	alderman	حی
ously (justly)	1	(effect)		(aldermen)	
advantage-	.6	affection-ate	<i>.</i>	aldermanic	
ousness (justness)	L	(fashion)	(ali	<u></u>
adventure-dd	ļ	affectionate-	ب	all right	~
advertise	·£	ness afflict		all-round	<u>~</u>
advertiser		(conflict)	· 0	all-sufficient	2
	A				
advertised		affliction ,	0	allegation	4
advertised (distributed)		•		allegation (election)	4
	- <i>p</i> l	affliction, aforementioned aforesaid		-	/C/CX
(distributed)	- <i>p</i> l	aforementioned		(election)	16 X X
(distributed)	- <i>p</i> l	aforementioned aforesaid		(election)	E CXX
(distributed) advertisement (ad)	- <i>p</i> l	aforementioned aforesaid (for said)		(election) allopath-y allopathic-ally	EUX X
(distributed) advertisement (ad) (due)	- <i>p</i> l	aforementioned aforesaid (for said) after		(election) allopath-y allopathic-ally allopathist	EXX X
(distributed) advertisement (ad) (due) advice (device) advisable	- <i>p</i> l	aforementioned aforesaid (for said) after afternoon		(election) allopath-y allopathic-ally allopathist almighty	\$ \(\times \) \(
(distributed) advertisement (ad) (due) advice (device)	- <i>p</i> l	aforementioned aforesaid (for said) after afternoon (forenoon)		(election) allopath-y allopathic-ally allopathist almighty almost	1
(distributed) advertisement (ad) (due) advice (device) advisable -ility	- <i>p</i> l	aforementioned aforesaid (for said) after afternoon (forenoon) agency		(election) allopath-y allopathic-ally allopathist almighty almost along	KUX XX
(distributed) advertisement (ad) (due) advice (device) advisable -ility (feasible)	المولوك لاعداد المعداد	aforementioned aforesaid (for said) after afternoon (forenoon) agency agent		(election) allopath-y allopathic-ally allopathist almighty almost along alongshore	K K K K K K K K K K K K K K K K K K K
(distributed) advertisement (ad) (due) advice (device) advisable -ility (feasible) (visible)	- Je	aforementioned aforesaid (for said) after afternoon (forenoon) agency agent (gentleman)		(election) allopath-y allopathic-ally allopathist almighty almost along alongshore alongside	\$ (X X X X X X X X X X X X X X X X X X

WORD SIGNS AND CONTRACTIONS

	WOR	D SIGNS AND	CONTRA	ACTIONS	17
altogether		antagonize-d-d		(none)	- 2
am		Antarctic		anyway	<u> </u>
amalgamate-d ^{-d}	~	antedate-d²	٦	apart	
America	(;)	antenuptial		apoplectic	· 5
North Amer- ica	7	anthropologist	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	apoplexy	
South Amer- ica	£	anthropology -ical	<u></u>	appear	
Americanism d		antichristian		appearance	. 9
Americaniza- tion	~ -€.	anxiety	¥	(principles)	
amount	<u> </u>	(honesty)	<u> </u>	appearances	9
(account)		anxious	<u>J</u>	applicable-y -ility	2
amount to anything	·~	anxiously	J	application	2
an		anxiousness	<u>J</u>	(obligation)	
and		any	<u></u>	applyi	£
angel	Ĺ	anybody		(belong)	2
angelic	<u></u>	(nobody)	~	(follow)	
angina pectoris	X	anyhow	<u></u>	appliance	.S
Anglo-Saxon	تق	anything		(plans)	5
anguish	7	anything (in phrases))	apportion-ed ^{-d} -ment	
(unusual-ly)	<u>J</u>	(nothing)	.~(appreciation	
annual-ly		(enough)		(persuasion)	se
annual report		anywhere		(precision)	· · · · · · · · · · · · · · · · · · ·
another		any other		(procession)	
another one		any other one		apprehend ^{-d}	<i>z</i>
antagonism		(neither one)		apprehensible	
antagonist	صت	anyone	<u> </u>	apprehension	·J
antagonistic					

approximate ^{-d}	· P	(irrigation)	تر	astonishingly	٧.
(proximate)		argumentative		astronomical	.)
(presumed)		aristocracy		astronomy-ic)
approximately	3	aristocrat-ic	<u> </u>	at	
approximation	. رو	around	.2	at some time	
(presump- tion)	~~~	arrangement	<u>,</u>	at the same	1
arbitrarily		arrive¹		time at all	ţ
arbitrary		artistic		Atlantic ocean	
arbitrate-d ²		artistical-ly		attitude	
arbitration		as		attorney-gen-	Ĩ,
arbitrative	h	as it	··/	eral attraction	
arbitrator		(first)	.0	aught	
archbishop		as it is		auspicious	7
archeologist		as thr		auspiciously	}
archeology-ical	7	as to	·/	auspiciousness	<i>Y</i>
architect		ascendency	.2,	authenticity	9
architecture-al		ask (in phrases)	, 	automobile	4
Arctic		aspect	}	(table)	·4
arduously		asphyxia-te-ted	d \ \	avenue (in phrases)	
arduousness	-8-0	asphyxiation		average	
are	$\Delta \angle$	assemble-d ^{-d}		(verge)	Y
are not	·· ·	assemblyman	-	(voyage)	7
you are not	~	(assembly- men)		aware	
you will not	٠٠٠٠٠٠٠	assist-ed-ance		awe-d	1
argument	<u></u>	(assistant)	.g	awesome	
argumentation	ا .حت.	astonish-edd -ment		awful-ly	

				.0110110	O.L
awfulness	ي	(bushel)		behind	7
aye (always)		baptism	\	behindhand	7
aye (yes)	v	baptismal	1/2	bellef	<i></i>
В		Baptist	1/2/	believe-d	
backstairs	\	baptistry	1	· believable	
bacteriology -ical	_/_	baptize	./	believer	
bacteriologist		baptized	./	(bluffer)	
baggage	/	be	7	belong-d	
(badge) (voc.)	because		belongings	
(object) (n.)	··/>	become	7	benediction	
(object) (v.)		becomingly		benefactor	.7
(package)	./	becomingness	7-2	benefactress	1
balance	8	before	<i></i>	benevolent-ly	استركه
(plans)		beforehand	<u> </u>	-ence benignant-ly	\sim
balanceable	<i>S</i>	before-men- tioned	\sim	bespeak	
balance-sheet	3	began		bespoke	
balanced	·Ž	begin		bespoken	
bank	./	beginner		between	1.0
bank-bill	.7	beginning		beyond	
bank-stock		begins		billion (after figures)	
bankable		begun		bishop	
banked	7	behave-d-d-ior		bishopric	<u></u>
banker	.7	beheld	<i>Z</i>	blacksmith	
bankrupt	··/	behold	22	blacksmith shop	5
bankruptcy		beholden	<u>S</u>	bloodguilty	
barrel	~~~~	beholder	اا	bloodthirstiness	20

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s/u
<u>/°</u>
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<i>f</i>
£
f

	***************************************	510.155	Comme	0110115	
Christianity	7-1	collect-ed	<u> </u>	(compete)	`
Christianiza-	_	collectible		competitive	
Christianize	<u></u>	collector		competence -ent	,,
Christianlike		(clerk)	<u></u>	competency	.)
Christlike		coior ^d	<u></u>	comprehend -edd	
chronology-ical	9	combination	3	comprehensi- ble-ity	1
chunk		(combine)	7	comprehension	
church-mem- ber		come		comprehensive	<u>:</u> g
circumference		commander-in- chief	•	comprehensivel	yd
circumferential		commercial-ly	_	comprehensive- ness	
circumnavi- gate-d-d-tion		commercialism		computation	•
circumstance	d	common	•	concentration	و پ
circumstance	s.d	common carrier		concern-ed1	
circumstan-	J	common coun-		(surround)	·
circumstan- tial evidence		common law		conclusion	<u>ت</u>
circumstan- tiate	لر.	common sense	·	conclusive-ly	
circumstan- tiation	لر	commoner		condition	
circumstan- tiality	.J	commonest		(addition)	-b
citizen	ρ	commonly		(adhesion)	
citizenship	الله الر	commonness	•	(edition)	.
civil engineer	7	commonplace		conditional -ly	Y
clearance		commonwealth		(additional	
Co.		company		conference	
C. O. D.		compensation		confidence	
coefficient		workmen's compensation		confident	
coessential		competition	, 'p	confidential-ly	

conform-ed-d		consideration	<u></u>	convenient	<u>.</u>
(form)		constitution	p.,	conveniently	7
(formal-ly)		constitution-		converge	
conformity	.J-	al-ally constitution-		convergence	<u>.</u>
(in conform-		ality construct ²	9_9_	convergent	<u>:</u>
ity) (in conform-	······································	construction	l	conversation	.le
ity with th confoundedly	e) 	constructive	J	conversationa	1.\
conjecture-d ^d		constructively	, Y	any conversa-	<u></u>
connectedly	•	contemplate ²	1	entire conver-	
conscience	_ک	contemplation	1	in their con- versation	
conscientious	L	contemplative	. L	no conversa-	
conscientiously		contentedly	.i	tion convict-ed-d	
conscientious- ness	2	contentedness	i	(conveyed)	·
consequence	<u></u>	contingency	· · ·	conviction	<u></u>
(significance)	<u>مـــ</u>	contract (n.)	<u></u>	corporation	نحـــے
consequent	٠	contract2 (v.)	<u>.j</u>	correct	
consequently	ا کو	contraction		correctable	
(secondly)	·	contractor		corrected	
consequential		contradict-ed-d	11	correctly	
conservative		contradictory		correctness	
conserva- tiveness	یر کے	contradiction	<u></u>	correspondence	<u>-8</u>
conservatory	.2	contradistinc- tive		could	
consider¹-able	1	contradistin- guish-ed ^d		countenance	
considerate	.9	controversy		countenanced	70
considerately	.9/	controvert-ed ²	<u>`</u>	countryman	
considerate- ness	اا	convenience	اما	(countrymen)	<u></u>

	WORL	DIGNS AND	CONTRA	CITONS	00
county		curious	اقتت	deformity	
covenant-ed		curiosity		degeneration	
cover		curiously		degree	<i>U</i>
(covered)	<u>_</u>	curiousness	ومت	dejectedly	}
(govern)		customer-ary	<u>-6</u>	dejectedness	<u></u>
covetous		customarily	-61	delinquent	م م
covetously	>	D		delinquents -ence	9
covetousness		damage	<u> </u>	(deliverance)	£
crank		(dam)	<u> </u>	delinquency	3
creature		danger	.b	delinquently	
credential		dangerous	b	deliver-ed⁻⁴	.1
crestfallen		dangerously	<u>.</u>	deliverable	£
criminal-ly		daughter-in-law		deliverer	Ľ
criminality	\sim	dear		delivery	. C'
criminate-d-d		(doctor)	1	deliverance	£
cross-examina-	<u></u>	dearly	.Y	demarkation	لے۔
cross-examine ¹	<u></u>	(directly)		democracy	<u> </u>
cross-purpose	ON O	dearest	.	(autocracy)	<u></u>
cross-question	و هـ	December	F	democrat-ic	L
cross-section	4	declare-d¹-ation	<u></u>	democratic party	1
(quarter sec-		defendant	1	demolish-edd	
crosswalk		deficiency	(demonstrable-y	1
(crossing)	٠	deficient-ly		demonstrate-d2	-La
cubic feet		deflect	d	demonstration	.La
(cubic foot)		deflection	[demonstrative	.وساو
culminate-d ^{-d} -ation		deform-ed ¹ -ation	<u> </u>	demonstrator	

denominate	J	deservingly	<i>Y</i>	differ-ent	l
-d ^{-d} -ation	.1		1	-ence	1/2
denomina- tional		designate-d ^{-d} -ation	d	differential	
denomina- tionalism		despicable-y	d	differentiate	
denominative		despicableness	d	differentia-	
denominator	7	despondency	2	tion differently	<u></u>
department		destitute		difficult-y	
dependency		destitution	.	dignify-ied	<u></u>
deputy	7[destructible	U]	dignitary	4
deputy clerk	<u></u>	destruction	4	dilapidate-d²	f
deputy sheriff	\frac{1}{2}	destructive		diplomatist	<u>_</u>
derange-d¹-men	KV7	destructively	d	direct ²	T ,
(drainage)	لر	destructiveness	d	direct examin-	J
(trench)		detain-ed ^d		ation direct testi-	.}
derive ¹	<u>.l</u> '	(deaden)		mony directly	}/
derivable		detention		directness	J
derivation	<u>.</u> Lu	determinable	h	director	.]
derivative		determinate	h	director of the	
describe-d1.	-	determinative	<u> </u>	company directorate	J. +-
describable		determine-dd -ation	ե.ե	directorial	h
describer		determinedly	.h	directorship	
description	ا	detestation		directory	h
descriptive	۵.	detraction	.h	direction	
(secretive)	٠	develop1	l.	disaccommo- date-d²	<u></u>
descriptive-	وح	development	.l ₂	disaccommoda- tion	<u> </u>
ness deserve-d ^{-d}	.Y	devolve1		disadvantage	
deservedly	<i>Y</i>	dictionary		disadvantages -ous	7

WORD SIGNS AND CONTRACTIONS

Woi	RD SIGNS AND CONTRA	CTIONS 5/
disaffect ^{-d}	disentangle-dd -ment	distention
disagreement	disenthrall-ed1	distinct
disarrangement	-ment disestablish-ed ^{-d} disestablish-ed	distinction
disbelief	disinfect-ed2-ant	(destination)
disbelieve	disinterested disinterested	(discretion)
(disable) .c	disinterested-	(dissension)
(dispel)	ness dislocate-d ^{-d}	distinctive-ly
disbeliever	dismember	distinctive-
discharge-d-d	-ment (disremember)	ness distinctly
discolor-ed-d	disorganization	distinctness
disconformity	disorganize	distinguish-edd
discontentedly	disorganized	distinguishable
discontinuance	disorganizer disorganizer	distinguisher D
discontinuation	disparagement	distractedly J
discontinue-dd .b	dispense-able -ability	distraction
discountenance	dispiritedly	distractive
discover-ed	displeasure	distribute-d
discoverable	disproportion-d	(advertised)
discoverer J	disproportion-	distributable
discrepancy	disproportional	distributive
discriminate-d ^{-d}	disproportionated	distributor
discriminately	disproportion-	district
discriminative	ateness disrespect	district attorney
discriminator	disrespectful-ly	district attor- ney's office
discriminatory	dissatisfaction	district court
disengage-d ¹ b	dissimilar-ity	district judge

50	LANDARI	JIZED KEIOK	IIMG SI	IOKINAND	
District of Col		drunkard	£	(alcohol)	·- <i>f</i>
disturb-edd		drunken	1	electricity ·	.Zp
-ance disturber	<i>p</i>	drunkenness	ول	electrification	4
divergency		during	.J	electrify	-
diversiform		dwelling house	V	eleemosynary	₹
do	.1	dwelling place	<u>/</u> _o_	elegantly	
doing	.ļ	dynamite	<u>}</u>	(eloquently)	4
doings	.ļ	dynamiter		element-al-ly	6
doctor		dynamo-electric	ا ح	eliminate-dd	6
doctrine	<u>J</u>	dyspepsia-tic	d	(illuminate -d ^d -ation)	
doctrinal	<i>\</i>	E		elongation	
document	<u> </u>	earmark		elsewhere	6/
(docket)(voc	.) 🖵	eastward	3	embank-ment	
documentary evidence	<u> </u>	eccentric-ity	e	(bank)	
dollar-s (fol- lowing figure		edition	.b	embezzlement	6
downhearted	°)	effect²		emergency	7
downstairs	b	(affect)		emphasis-ize-dd	
draftsman		effectual-ly		employment	<u></u>
drank	.j	effectuate	<u></u>	(implement)	<u></u>
dredging ma- chine	1	efficiency		encyclopedia-ic	<u></u>
drink	7]	efficient-ly		Encyclopedia Britannica	- A-
drinkable	4	election		encyclopedia of	<u> </u>
drug store	1	electioneer		endanger	<u>.</u>
(druggist)	اصل	electric		endangerment	
(dry goods store)	الم	electric current	<u></u>	endeavor-ed ^{-d}	
drunk	.J	electrical-ly		(indifferent -ence)	<u> </u>

			`		
engage ¹ -ment	7	esophagus) -	everywhere	V
(enlarge- ment)	7	especial-ly	ý	evidence	
England	~	esquire),	(vote)	٧٧
English		essential-ly	<u>) </u>	evidentiary	<u>S</u>
Englishman	7	essentials	2_2	(evident)	.C
enhancement	سف	(essence))	evidential	
(announce- ment)	تقت	establish-ed ^{-d} -ment	}	evidently	
enlarge-d-d-men	it7	establisher	}	evil-mindedness	
(indulge-d -ence-ent)	7	estrange-ment	<u></u>	evil-speaking	
enough		evangel	1	exact	<u></u>
(never)	_	(angel)	.f	exactitude	<u>م</u>
(nothing)		evangelical -ly	<i>f</i>	exactly	
ensanguine-d ^{-d}		evangelist	<i>f</i>	exactness	٥
entangle-d ^d -ment		evangelization	£	exactor	
enthrall-ed¹ -ment		evangelize	·	exaction	
enthusiasm		evangelized	£	(execution)	
enthusiastfe -ally		even-ing		exaggerate-d ^{-d}	9
entire		ever		exaggerator	· 2·····
entirely		evergreen		exaggeratory	
entireness		everlasting		exaggeration	ģ
entirety		everlastingly		exaggerative	29
entitled	7	evermore	\sim	examine ¹	6.5
epilepsy-tic		ever been		(summon)	.6
Episcopal	9	every		examiner	63
Episcopalian	.9-	everybody		examination	
Episcopalian- ism	90	everything	\sim	example	-

00 5	PANDAR!	DIZED KEPOR	TING 5	HORTHAND	
exasperate-d	<u> </u>	executor · _	<u> </u>	(extensive-ly)
excavate		executory		expensive- ness	90
excavation		(customer	-6	experience	
excavator		executrix		(inexperience	
except ^{-d}	2	exercise ^d	0	experienced	
exception	<u></u>	exhibit ^d		(inexperience	J
exceptionabl	e	exhibitor		experiment ²	~~
exceptional -lv		defendant's exhibit	4	experimental-ly	,
exchange-d-d		plaintiff's ex-	£	experimentation	
exchangeability	,	exhibition	8	experimenter o	\
exchangeable	₹	exhibitive	7	expert	o/
exchanger		exorbitant-ance	<u> </u>	(separate)	<u>^</u>
exclaim ¹	ف.	expansion	<u></u>	(spread)	
exclamation	هم	expect ²		(support)	
exclamatory	/_	expectance		expert testi- mony	8
exclude ^d	<u>د</u>	expectancy	·	expert wit- ness	
(seclude)	<u></u>	expectant		expertly	Q.
(skilled)	<u> </u>	expectation		(separately)	<u></u>
(scaled)	ح	(exception)	75	expertness	3
(schooled)	<u>۔</u>	expectedly		explain¹-ation	.2
exclusion		expedience	~	explanatory	
(seclusion)	<u> </u>	expediency)	explicable	
exclusive-ly	حو	expedient-ly		explicative	~
exclusiveness	حمل.	expenditure	<u></u>	explicatory	e V
excuse	قـــة	expense		explicit	6
excusable-y	~~	expensive-ly		explicitly	P

	WOR	D SIGNS AND	CONTR	ACTIONS	OI
explicitness	<u></u>	(suppression)		family	
explode ¹	5	expressionless		fault	ر د
exploder		extemporaneous		faulty	T
exploit (voc.)		extension	J	favor-ed ¹	····J·····
exploitation (voc.)	%	extensive-ly	d	(favorite)	- Ja
explore-d -ation		(expensive-ly)	favorable-y	
explorable		extensiveness		favorableness	-J.
exploratory	S	extinguish-edd -ment		feature	
explorer	5,	extinguishable		feel	
explosion		extinguisher	ر	(fall)	
explosive	····	éxtrahazardous		(follow)	· · · · · · · · · · · · · · · · · · ·
explosiveness		extraordinary		fell	
ex post facto		extraordinari- ly	·	felt	.0
express		extravagance -ant		fellow	
(suppress)	0	extravagancy	q	fellow citizen	<u></u>
(surprise)		extravagantly	,	fellow country- man	<u></u>
expressage		extravagant- ness	فيا و	fellow creature	<u>V</u>
expressible		extreme	9	fellow feeling	
expressive-ly		extremely	<u> </u>	fellowship	\searrow
expressly	·\\	extremity		fill1 -	
expressman		eye-witness	к !	(flow)	2
(express wagon)	. 	F		fireman	5
expressed	<i></i>	fact	.((foreman)	
(suppressed)	Ø	fail ¹	->	first	.0
expression		failure		first-class	0_0_
(separation)	<u>"\"</u>	fall	>	first-rate	<i>6</i>

02	STANDAR	DIZED KEPOR	TING S	HORTHAND	
firstly	0/	foundation		generalized	<i>.</i>
$follow^d$	Υ	foundryman		generation	· <i>l</i>
fool		(foundrymen)		gentleman	·/······
(foul)		free-hearted- ness		gentleman- like	
footstep	^/	frequency	}	gentlemanly	
for		frequent ^{-d}	2	gentlemen	<i>J</i>
foreman	-	Friday	<u></u>	gentlemen of the jury	d j
(fireman)		Friday morn- ing	, \sigma_0.	geographical-ly	15/3
forlorn	Y	from	<u> </u>	geography	
form-ed	2	froward	<i></i>	gesture	<i>b</i>
(offer)	<u></u>	full-y		give-n	
former		full-blooded	<u>C</u>	(common)	•
formerly		fullness		(giver)	
(freely)	ΥΥ	fundamental-ly	حی	(governor)	
formless	\sim	fundamentality	حب	glory	<u></u>
formlessness		furnish-ed-d		(glow)	
formal-ly		furniture		glorification	ت
formalism	9	G		glorify-ied1	
formality	\r	general	J	glorious	مت
informal-ly	2	general assem		gloriously	<u></u>
informality	3	generalissimo	J	go	.1
forth		generality	.J/	(oh)	.1
forthcoming	7	generally	V	godlike	
forthwith	<u></u>	generalship	. <i>J</i>	goes	b
fortunate	5	generalization	.J	good	
fortune	->	generalize		good-man- nered	-

WORD SIGNS AND CONTRACTIONS OF						
good-natured		н		(ordinary)	<u> </u>	
good-natur- edly	······	habeas corpus		hard-headed	-71	
gorgeous	·	had	4	hard-hearted	71	
(courageous)		half	<u> </u>	hard-hearted ness		
govern		(few)		harden	70	
(cover)		half-breed	.[harder	Ţ	
(covered)	کـــ	half-hearted	7	hardest		
government		half-hearted- ness		hardly	· √	
governmental	<u>-</u>	half-price	1.20	(ordinarily)	~	
governor		half-witted		hardness	~	
governor-gen- eral		halfway	./	hardship	-7)	
governorship		handkerchief	\sim_{l}	hardware	577.	
gravity		handwriting		hardwood	3	
Great Britain	<u></u>	(in writing)		has]	
groceryman	<u> </u>	happen	:/	has his		
(grocerymen)	<u>_</u>	happening		has it	0	
groundwork		happenings		has thr	0	
(ground wire)	C.	happy	./	have		
gubernatorial		hapless	<u> </u>	he	./.,	
guilt-y		(hopeless)	<u>\</u>	headquarters 🗸	1	
guiltily		(haply)	<u> </u>	hear		
guiltiness	و	(aptly)	<u>,</u>	hearer		
gymnasium	6	happily		hearsay		
gymnastic	L	happlest	<i>P.</i>	heard		
(domestic)	-	happiness		heaven	<u></u>	
gymnastic exer- cise	400	hard	7	heavenliness	مير	

heavenly	L	hereupon	7	holier	/
heavenward	<u></u>	herewith	5,	holiness	مر
held		hereditarily	N	homeopathist	1
(hold)		heredity	<u></u>	homeopathy-ic	4
help	\triangle	herein	2	hope ¹	.\
helper		heritage	4	hopeless	
(labor)		hers		hopelessly	6
helpful-ly	<u></u>	herself	225	hopelessness	
helpfulness 🔿	we lo	high-water	2	hopeful-ly	./
helplessness		high-water mar	k 🔨	hopefulness	
hence	<u>.</u>	him	.1	hospital	χ
henceforth	<u>_e</u>	hlmself	~~~~	hotel	9
henceforward	ا بسو(ا	hired		house	2
her	7	his	0	houses	9
her here		his has	o O	houses house and lot	90
	7		•••••		90
here		his has	0	house and lot	90
here hereabout		his has	0	house and lot both houses in the house in the other	90
here hereabout hereafter		his has his is hold	0	house and lot both houses in the house	90
here hereabout hereafter hereby		his has his is hold (held)	0	house and lot both houses in the house in the other house	90
here hereabout hereafter hereby hereinafter		his has his is hold (held) holden	0	house and lot both houses in the house in the other house household	90
hereabout hereafter hereby hereinafter hereinbefore		his has his is hold (held) holden holder	0	house and lot both houses in the house in the other house household	90
here hereabout hereafter hereby hereinafter hereinbefore hereof		his has his is hold (held) holden holder stockholder	0	house and lot both houses in the house in the other house household householder housewife	90
here hereabout hereafter hereby hereinafter hereinbefore hereof hereon		his has his is hold (held) holden holder stockholder holiest	0	house and lot both houses in the house in the other house household householder housewife housework	90
here hereabout hereafter hereby hereinafter hereinbefore hereof hereon hereto		his has his is hold (held) holden holder stockholder holiest holy	0	house and lot both houses in the house in the other house household householder housewife housework	90

	WORD	Olding mild (20111111	C11011B	00
hundredth	~()	ignorantly	ر ا	imperfection	
hundred thou sand	ار	illegitimacy	<u>~</u>	imperfectly	
hundred thou sandth	ار	illiberal-ly-ity		imperfectness	مراث
hundred weight	ــر	(elaborate)	(imperturbabilit	у
hundredfold	<u>.</u>	(labored)		imperturbable-	
husband and wife		illuminate-d ^d -ation	6	importance-t	
hypnotic	دا لا	imagination	·{······	(immediate)	<u> </u>
hypnotism	X	imaginative		impossible-y -ility	~ /
hypnotist		imaginative- ness	J	impoverish-ed¹ -ment	<u>V</u>
hypnotize	<u> </u>	imagine¹-ary	··/·····	impracticable -y-bility	
hypochondria-c	L	imaginable	:Z	impracticable- ness	
hypodermic-all	y	immaterial-ly		impregnability	~
hypodermic injection	.e.u	(material-ly)		impregnable-y	~
hypothecate-d ^d -tion	X-	immateriality	******	impregnate-d ^{-d} -tion	
hypothecator	× ×	immeasurable-y		imprisonment	63
hypothetic-al-ly	γ. <u></u> Χ-	(measurable)		(impress- ment)	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
hypothetical question		immediate		improbable-y -ility	
I		(important)		improper	~~~
I (when alone)		immediately		improperly	~
I (in phrases)		immediate- ness	2	impropriety	
identical-ly	. <u>F</u>	immodest		improve-d ^{-d} -ment	
ignominious		immodesty	9	improvable	
ignominiously		impalpable-y		inaccurate	ي
ignominy		impalpability		inaccurately	
ignorance		impassable-ility	~	inactive-ity	٧.
ignorant	2	imperfect		inadvisable-y -ility	······································

	<u> </u>		q		_
(invisible)	<i>f</i>	inconsidera-	υρ	indeterminate	h
inapplicable -ility	~~ <u>~</u> ~~~	inconsistency)	indeterminately	h!
inapplication		(inconstancy)	,	indetermination	7
inasmuch	J	inconsistent	_p′	indifference-t	<u></u>
inauspicious-ly		(inconstant)	<u> </u>	(endeavor)	<u> </u>
incalculable-y	<u> </u>	(insistent)	7	indifferently	
incapability		(unsustained)	.J	indignant-na-	
incapable		inconsistently	٠	indignantly	
incendiarism	- J.	(inconstantly))	indignity	
incombustible		(insistently)	Z	indirect	\mathcal{L}
-ility income		incontrovertible		indirection	
incompatibility		incorporation	رحي ر	indirectly	
incompetence-t		incorrect	······	indirectness	<u>J</u>
incompetency		incorrectly		indiscriminate	<u> </u>
incomprehensi-		incorrectness		-ation (insignificant)	<u> </u>
ble-ility incompreh en-		incredibility		indiscriminately	9
sion inconsequence	م م	incriminate-d2		indispensable-y	~
(indiscrimi-	9	-ation indefatigable-y		indispensable-	
nate) (insignifi-	ے	indefatigable-	(1	ness indistinct	70
cance-t) inconsequent	ے	ness independent	~~~	(induced)	<u> </u>
inconsequen-	٠	independently		(introduced)	<u> </u>
tial-ly inconsiderable-y	, T	indescribable-y		(noticed)	·
inconsiderate	Y	(inscribable)		indistinctly	1
(unconsider- ed)	9	indestructibility	<u></u>	(unjust)	<u></u>
inconsiderately	¥	indestructible-y		(unjustly)	1
inconsiderate- ness	Jo	indeterminable	7	indistinctness	P9

ĺ		Word	SIGNS AND	Contra	CTIONS	67
ı		4	•	le		. 2
ı	indistinguish- able		inexplicable-y		information	
ı	individual-ly	~	inexplorable		(inflamma- tion)	
ı	individualism	~ €	inexplosive	£	informer	~
l	individualistic	79	inexpressible-y		infrequence	
ı	indivisible-y		inexpressive	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	(unfurnished)	
ı	indivisibility	5	inextinguish- able-v		infrequency)
ı	indoctrinate		infantryman		infrequent	\sim 3
	indulge-d-ence-t	7	(infantry- men)	<u> </u>	infrequently	25/
	(indigence)	J.,	infect		(unfriendly)	~
	(indigent)	J	infer-red-d-ence		inglorious	. مي
	(intelligence)	.J	(inform)	3	ingloriously -	<u></u> 6
	(intelligent)	J	(involve)		ingloriousness -	~_Qo.
ı	indulgently	7	inferential-ly		inhabit-cd	
	indulger	y	infinitesimal-ly	<u></u>	inhabitable	~
	inefficiently-cy		inflammation		inhabitant	
ı	inevitable-y -ility		(information)	,	inhabitation	700
ı	(unavoidable		inflammatory	·	inhospitable —	·
	inevitableness		inflect		injustice	B
	inexact		inflict		(unjust)	·····/
ı	inexactly		influence	٠ .	inkstand	9,
ı	inexactness	وت ق	influenced	9	inobservable	181
ı	inexcusable-y	هــق	influential		inobservance	N°
	inexpansible	~~~	(initial)		inobservant	
	inexpensive	a d	inform-ed		inorganic	
	inexperience	9	informal-ly	\sim)	inorganization	
	inexperienced	8	informality	-	inorganized	\sim

		DIBLID ICEION	CIING O	HORIHAND	
(unorganized)	insitutional	9	intempérate	٦
inquire-y		institutive	<u></u>	interchange-d-d	
inquirer	-V	instruct ²		interchange-	
inscribe-d1		instruction		ability interchangeable	7
inscription	a	instructive	L.J	interchangeable-	
inscriptive	وس	instructively	المها.	ness interest	
insecure-d1	······	instructive-	رك في	interfere-d -ence	
(unsecure)	ئے	instructor		interjection	
insecurely		insubordinate -ation		intermediate	
insecurity	الــــــ	insubordinately		intermediately	
insignificance -ant		insufficient-ly-c	y	internal-ly	
(inconse- quence)	<u> </u>	insurance		internal im- provement	
(indiscrimin-	٠	insurance	_	internal rev-	_3
ate)	حص	company		enue	6
insignificancy)	fire insurance		international-ly	
insignificantly	9	life insurance	مِثُ	(national-ly)	6
insolvency	6	intangible-y	~/	interrelated	~/
inspect-ed2-tion		intellect-ual	<u></u>	interrelation —	.V
(inception)	<u></u>	intellectuality		interrogate	
inspector .		intellectually		interrogation _	يـِـ
install	7	intelligence	.J	(indication)	
installment	7	intelligencer	.Z	interrogative _	<u></u>
instant	9	intelligent	U	(indicative)	∽
instinct		intelligently		interrogatory	
instinctive-ly	0	intelligible-y	- Z	interrogator	<i></i>
institute	Sh	intelligibility	\	interruptedly	
institution		intemperance		interurban	

			•		
interval		irrelevancy	\mathcal{N}	judge advocate	/
(interview)		irrelevant	\sim	jurisdiction	<u>~</u> /
intimidate-d ^{-d}		(relevant)		jurisprudence	2
intoxicant	هی	irreparable-y	/~	jury (in phrases)
intoxicate ²	9	irreprehensible	/	jury-box	·/X
intoxication	عی ا	irrespective		juryman	
introduce		irrespectively	g	(jurymen)	1
introduction		irresponsibility		tell the jury	.5
introductive		irresponsible-y		court and jury	yJ
introductory	\mathcal{V}	irresponsive		gentlemen of	4//
invertedly	<u></u>	irreverent-ly -ence	\mathcal{N}	the jury justice of the	
investigation		is-his		peace juvenile	
involuntarily		is as—is his	0	juxtaposition	
	•				~
involuntary	<u>_</u>	is it	0	к	,
involuntary	\(\frac{1}{2}\)	is it		K kaleidoscope-ic	~
	7		0	kaleidoscope-ic	~
involve-d*d	3 7 7 7	is there	0	kaleidoscope-ic	3 -
involve-d ^{-d} (in evidence)	9 7 7 7 5	is there	0	kaleidoscope-ic kindhearted- ness	
involve-d ^{-d} (in evidence) (novel)	9 7 17 5 3	is there It Item	0	kaleidoscope-ic kindhearted- ness kingdom	3 -
involve-d ^{-d} (in evidence) (novel) involvement	37 77 5 3	is there it item itemized	0	kaleidoscope-ic kindhearted- ness kingdom (common)	3.
involve-d*d (in evidence) (novel) involvement in writing	\(\)	is there it item itemized its		kaleidoscope-ic kindhearted- ness kingdom (common) knowledge	
involve-d*d (in evidence) (novel) involvement in writing (unwritten)	\(\sqrt{5} \) \(\cdot \)	is there it item itemized its		kaleidoscope-ic kindhearted- ness kingdom (common) knowledge	3 3
involve-d*d (in evidence) (novel) involvement in writing (unwritten) IOU	\(\frac{1}{2}\) \(\frac{1}2\) \(\frac{1}2\) \(\frac{1}2\) \(\frac{1}2\) \(\frac{1}2\) \(\frac{1}2\) \(\frac{1}	is there it item itemized its jtself		kaleidoscope-ic kindhearted- ness kingdom (common) knowledge L laboratory	7 3 7
involve-d*d (in evidence) (novel) involvement in writing (unwritten) IOU ipso facto	\(\frac{1}{2}\)	is there it item itemized its itself January		kaleidoscope-ic kindhearted- ness kingdom (common) knowledge L laboratory (library)	7 3 7
involve-d*d (in evidence) (novel) involvement in writing (unwritten) IOU ipso facto irreconcilable-y	\(\frac{1}{2}\)	is there it item itemized its itself January jeopardize		kalcidoscope-ic kindhearted- ness kingdom (common) knowledge L laboratory (library)	

					_
large	./	leaseholder		life insurance	$\frac{1}{2}$
largely	V	left-hand	<u></u>	lifelong	
largeness	/:	(right-hand)	<i></i> ~	light-hearted-	<u>S</u>
larger	·J	left-handed		ness liken-ed ^{-d}	
largest	·	left-handedness	ريه	likewise	
larynx		legislation	<i>a</i>	linguist	
last-mentioned		legislative	$\mathcal{A}\mathcal{A}$	linguistic	
laundryman		legislative body	4.7.	link	
(laundrymen)		legislature	<i>A</i>	lithograph-y-ic	4
lawyer		(legislator)	S	live (v-hook)	
(liar)	<u>(v)</u>	legitimacy	3	(leave)	
lawyerlike		length-y		locomotive en-	J
lead-pencil	<u></u>	length of time	:`	gine locomotive en-	[].
learn	8	(long time)	<i>→</i>	gineer locomotive fire-	5.
learned		lengthen	<u></u>	man locomotor a-	
(loan)	<u>C</u>	lengthily		taxia long	
(loaned)	<i>C</i>	lengthiness		long-distance	<u></u>
(learnt)	<i>C</i>	lengthways		long-headed	<u></u>
(lent)	<i>C</i>	lengthwise		long-suffering	ح.
learned coun-	2-6	liability		long time	<u> </u>
learnable	<u> </u>	liberty		(length of time)	
(loanable)		liberty of	<i>f</i>	longhand	ث
learnedly		speech liberty of the		longingly	
(lonely)	<u> </u>	press lieutenancy	~~ <u>_</u>	longshore-	2
learner		lieutenant-colo-		man long-sighted- ness	ب ا
leasehold		life estate	<u></u>	longer	

, 2					
mathematics	~ I	memory	~~/	million (after	
(methods)	~~	menstrual	7.	figures) minimum	
maximum		menstruate	P	minister-ed	
(maxim)		menstruation		(monster)	~/
(minimum)		mental-ly	A	(monstrous)	<u> </u>
meantime	~	mental condi-	· ?	ministerial-ly	3
(in the mean- time)		mentality	0	ministration	3/
meanwhile		mention ¹	<u> </u>	ministry	
measure ¹)	(motion)	~~~~	minstrel	7
measurable-y)	mentionable	~~~	minstrelsy	<u>(Y)</u>
measureless	2	mercenarily	and.	minute book	
measurement	2	mercenariness ¿	فسس	misapplication	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
mechanic-al-ly		mercenary	<u> </u>	misapprehend	<i>e.</i>
mechanics		merchandise		misapprehen- sion	
mechanics lien	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	(stock of mer- chandise)		misarrange -d ^{-d} -ment	<u>~61</u>
mechanism		merchantlike		misbehave-d-d	
medulla oblon- gata		mercy	<i>~</i>	miscalculate-d2	~
member		merciful-ly	<u></u>	(miscall)	~
membership).	mercifulness	d	miscalculation	~~~
membrane		merciless-ly	~~~~~	mischievous-ly	6
membranous		mercilessness	X00	mischievous- ness	ما
memorable-y		metropolitan ~	~ <u>`</u>	miscomprehend -ed ²	
memoranda		microscope		(misprint)	
memorandum	~	microscopic		miscomprehen- sion	
memo		milkman		misdemeanor	79
memorize	<u></u>	(milkmen)		(homicide)	

	WORD	Olding him	COMTRA	0110115	, ,
misdirect ²		monkey-wrench	~/·	municipal cour	t
misdirection	b	monstrosity		municipality	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
misform-ed-d		monstrous	ь.	myself	<u> </u>
misfortune		morning)	N	
misgiving	<u>~.</u>	in the morn-		nature	
misgovernment	وتحسوك	ing this morning	63	near)
misinform-ed ^{-d}	0	mortgage-d ^{-d}	\sim	nearly	<u> </u>
misinformation	\sim	(chattel mort		necessary	9
misinformer	or J	gage) mortgage deed		necessarily	0/
misinstruction		mortgagee	- 7	neglect-ed ^{-d}	
misjudge-d ^{-d}	7	mortgagor		neglectable ~	
misrecollect-ed	1	motion-picture	~~~	neglectful-ly	ني
misrecollection	~~~~	movement		neglectfulness >	
(my best rec- ollection)	~	moving picture		negligence	٠
misrepresent -ed-d		mountebank		negligent-ly	<u></u> .
misrepresenta-		Mr.		(guilty of neg-	
misspeak		much	<i>f</i>	(guilty of con- tributory ne	
(misspoke)	0	mucous mem-	-eJ.	negotiable-ility	
misspoken		multifarious	~~~	negotiate-d¹ -tion	7
mistranscrip- tion		multifariously	~~~	(accomplish -ed-ment)	
misunderstand.	وسو	multifariousness		negotiator	J
misunderstood,	0	multiform		neighborhood	
modest	<u>~</u>	multiplication		(in the neigh- borhood of	
modestly	~	multitude		neutral-ity) /
modesty		multitudinous	ويمير	never	
Mohammedan- ism	~~~	municipal-ly		nevermore	

nevertheless	١	non-discovery		northern	
(unfortunate)		non-efficient		northward	~
new	<u></u>	non-essential		northwardly	<u>~</u>
(now)	<u> </u>	non-member	~~	northwest	~
newspaper	<u>. بر</u>	non-observance	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	northwester	\mathcal{I}
next	·	non-performance		northwesterly	\simeq
next day		non-production		northwestern	~~~~
next door	P	non-productive		northwestward	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
next question	الحف	non-proficiency	200	northwestward-	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
next time 🔍	اسميا	non-resem- blance		notary public	~
next week	G	nondescript		nothing	
no one		nonentity	د	(enough)	
nobody	·~~	nonsense	هف	nothing else	
(anybody)	<u> </u>	(incense)	_وه_	nothing less	مناسطة
nomenclature_		(incensed)	00	nothingness	
nomination	\sim	(innocence)	<u></u>	notwithstand- ing	7
(animation)		(nuisance)		notwithstand-	T
nominator	<u> </u>	North America	<u></u>	ing the fact November	
non-acceptance	<u></u>	(north)		now	
non-acquaint-	~~~	northeast	<u> </u>	nowadays	~~~
non-appearance	δδ	(nearest)		nowhere	
noncommission ed officer	- 4	northeaster	<u></u>	(anywhere)	~
non-conformity		northeasterly		number-ed-d	
non-contribut-	3	northeastern	J'	(brother)	
non-delivery	\mathcal{L}	northeastward		(member)	7
non-develop- ment	,l ₃	northeastward-	\sim	numberless	

0		(abstain)		(oppression)	/
0	·	obstinately	John J.	operative	7
object ^{-d} (v)		obstruct ²		operator	····/····
object (n)		obstruction		opinion	7 ,
objected to		(abstraction)	\	(point)	7
objection		obstructionist	S	opinionated	.}
objectionable		obstructive		(pointed)	4
objective		obstructiveness	-8	opportunity	./
objectively	.5	obstructer		(opportune)	
objectiveness		occur1		(pretty)	
objectivity		of		oppression	
objector		often		or	1/
obligation '	······································	(even)		ordinance	<u>_</u>
(application)		oh	т	(ordnance)	~
obnoxious	<u> </u>	(but)	.1	(writings)	
obnoxiously	5	(go)	.11.	ordinary	<u> </u>
obnoxiousness		omnipotence		(hard)	
obscrvable-y	\ \.	omnipotency		ordinarily	Ý
observance		omnipotent-ly		(hardly)	
observatory	×2	omniscience-t		organ	
obscrve-d¹ -ation		on	<i></i>	organic	
observer		onward		organism	
observingly		oneself		organization	 6
obstetrics	<u></u>	open-hearted- ness		organize	
obstinacy	7	operate-d	7	organizer	
obstinate		operation		(customer)	

			7		
organized	1	over		owe	7
original	1	overbalance		(owed)	=1,
(regional)	.(overburden -ed¹		owing to the	
(rich)		overburden-		owes	.P
originality	1	overcame		own	
ornament-al-ly		overcareful -ly	1	owned	
ornamentation		overcharge -ed-d	\/	owner	
orthodox-y		overcome		ownership	
orthographer -ic-ally	7	overhang		P	
osteopath-y	X	overhaul .	v	Pacific	<i>g</i>
osteopathic		overhauled		Pacific coast	, E
osteopathist	X	overhead		Pacific ocean	<i>y</i>
other)	overlook-ed ^d	Y	Northern Pa-	
otherwise	2	overproduc- tion		Southern Pa-	C
or otherwise		overproduc- tive		Union Pa-	2
ought	·	overstock-edd	3-0	pacification	b
ourselves		overtake		palpable-y-ility	
out	· ·····	overtaken	,	palpableness	
outbalance		overtax	,,	paper-hanger	
outbalanced	···	overtook	2	parallel-ed-d	
outgeneral		overvalua- tion	C	parallelism	
outnumber		overvalue ¹		parallelogram	
outspoken		overwhelm ¹		unparalleled	<u> </u>
outspoken- ness		overwhelm- ing evidenc		paraphernalia	X
outward	Jan	overwork ¹		parcel post	J.
outwardly	-15	overrule ^{-d}	.)	(parcels)	

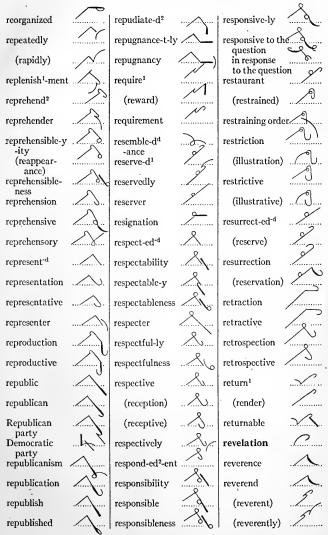
		SIGNS AND	CONTRA	CTIONS	//
(price list)	8	pecuniary		perpetual-ly	<u></u>
part ^d	<i></i>	pedestrian	b	(perpetuate)	<u></u>
(apart)		pedestrianism		persecution	<u></u>
participant	<i>S</i>	Pennsylvania `	18/6	(prosecution)	.رگر
participate ²	9	people-d	22	person	
participation		per annum	7	(prisoner)	<i>.</i>
participative		(per cent per annum)		(personal)	<i>.</i>
participator	6	perfect		personal estate	
particular-ly	~ /	(perfect) (v)		personnel	
(proper)	./	perfectible		personification	John 1
(properly)	``	perfectly		perspective	
particularity		perfection	<i>\</i>	(prospective)	
particularize	~	perform-ed-ance	e/	perspicuity	b
particularized	8	performable		persuasible-y	
particulariza-	8	performer	7	-ility persuasion	
tion parties	/~	perhaps	()	persuasive	<i>b</i>
party		(propose)		persuasory	
party of the first part		(properties)		perturbability	
party of the second part		(purpose)		perturbable	
pathologist		permanency		petticoat	
pathology-ic-al		permanent-ence		pettifog-gedd	
patrol-led1		(prominent)		petty (petit) jury	7~
patrol wagon		(preëminent)		pharyngitis	6
peculiar-ity		permanently	James	phenomenon -menal	5
peculiarly		permit-ted ²		(phenomena)	
pecuniarily		perpendicular		philanthropy	

			V	2
philanthropic -ally	.C. <u></u>	populate-d²	/	preconcertedly
philanthro-		portion		predetermine-d1
photo-electric		position		predominance
photo-engraving	رگے.	(opposition)	b	predominancy
pickpocket		possession		predominant-ly
(pocketbook)	1	possible-y		predominate ¹
plaintiff	.S	possibility	<i>b</i> 1	predomination
plaintiff's case	هــــــــــــــــــــــــــــــــــ	postdate-d	<i>p</i>	preëminence
plaintiff's counsel	8-6	post-mortem		(permanence)
plaintiff's ex- hibit	<i>.</i>	post-mortem examination	·g~	preëminent
plank		postmark ¹		(permanent)
platform		poverty		preëminently
pleasure	2	practicability		(permanent-
pleasurable-y	2	practicable-y		preëstablish-ed-d
pleasurable- ness	2	practicableness	//	pregnancy).
plenipotentiary	····-\$	practical-ly		pregnant
pocketbook		(practicable)		prejudice-d ^{-d}
(pickpocket)		(practicality)	. 7	preliminary
police officer		practicalness		preliminary
police station		practice —	·/~····	premeditate
policyholder	<u>"x</u> """	practices		premeditatedly
politest		practised		preparatory
polytechnic-al		practitioner		prepare
popular-ity	/	prearrange-d1 -ment	i	preponderance
popularization		precinct	2	preponderance
popularly '		preconcert-ed ²	/	(a fair pre. of the ev.)

	WORD	SIGNS AND C	ONTRAC	TIONS	19
	1				()
preponderancy		(partly)	.V	(prediction)	
preponderant		prettier		(protection)	~~
preponderate-d2		prettiest		productive	
preponderating-		prima facie	J	productively	
preponderation		prima facie evi- dence	Si	productiveness	700
Presbyterian		prima facie case		productivity	
Presbyterian-		principle-al		professor	\\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \
prescribe		-ly (proper)		professorship	.)
prescription	.g	principles		proficient-ly	
(prosecution)		(appearance)	., 9	proficience-cy	(2)
(transaction)	<u></u>	privilege¹		profit-d	~
(transition)	7	probable-y-ility		profitable-y	/
prescriptive	.,9-7	probable or im-		profitableness	~~/~
preserve-d1		probable (proper or	7	profitless	20
-ation preservative		improper) probate-d²		profiteer	~/
preservatory		probate court		profligate	£
preserver		problem		prohibit-ed²	.//
preternatural-ly	~~~	(trouble)	······································	(probate-d)	1
pretty (in phrases)	·/	problematic		prohibition	
(opportunity)	·/	problematical-ly		(probation)	
pretty clear	٠	proclivity	2	(approbation)	
(very clear)	5	producer		prohibitionist	
pretty clearly	.2	(appraiser)	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	prohibitive	
pretty well		(purchaser)		(probative)	-
(very well)	<u></u>	production	~~~	prohibitory	, /B
prettily '		(predication)	٣٠٠.	prolong-ed ^d	

50 51	CANDARI	DIZED REPOR	RTING S	HORTHAND	
prolongation	\sim	proportionate		punctuation	\
prominency	()	proportionate-	7	punish-ment	
prominent-ence		proportionately	1	purport-ed²	
(permanent)	<u></u>	propriety		(prepared)	
(preëminent)	1	prospect ²	<i>f</i>	purported to be	
prominently		prospective	<i>B</i>	purporting to be	
promissory note	10	prospectively		purports to be	18
promote ²		prospectiveness	e.g	purpose	
(permit)		prospector	k	(for the p. of)	
promotion		Protestant	`.Y	(for the p. of determining	z) /
(permission)	~	Protestantism	L	(for the p. of having)	
(preëmption)		protraction		(for the p. of making)	~
promptest	/o	(protrusion)		(for the p. of showing)	
proof		protractive	J	purposed	
proper	~	protractor		purposeless	
properly		prove		purposely	
(particular -ly)		approve		pursuance	~ e
property.		proximity		pursuant	
(propriety)	····/	psychological-ly		put	
prophet	~	public-ly		pyrotechnical	
prophetic		publication	/	pyrotechnics	
proportion-d		publicity		Q	7
(appropria- tion)	~	publish		quantitative	
(preparation)	~~	published		quarrel-ed ^d	
proportionable -y	7	publisher	· /	quarreling	·····
proportional-ly		punctuate-d²	- J	(erying)	

	A				,
reconsider1	<u></u>	refer-redd-ence		relate-d2-atio	n
reconsideration	<u> </u>	referable		relationship	, <i></i>
reconstruct ²		referendum	2	relative	()
reconstruction	ر ياك	refinedly		relatively	V
reconstructive '	.g_q.	reflect-edd	~	relator	
recover-ed-d		reflection	٤.	relevancy	1
recoverable		reflects	<u> </u>	rellance	<i>U</i>
recovery		reflexes		reliant	· · ·
recriminate-d1		reform-ed ^{-d}		religion	
recross-examin-	·····	reformatory		religious ·	6
redeliver-ed-d	1	reformer		religiously	
redelivery	1	refresh-ed (in phrases)	2	religiousness	ها.
redetermine-d¹ -ation	/h	ref. your (my) memory	./	relinquish-ed ¹	
redirect examin	- 2	ref. your (my)	2	relinquisher	09
rediscover-ed1	ا ملک.	refrigerative		reluctancy	<u></u>
reduction	<u>/</u> U	regeneration		reluctant-ce	
(radiation)		(rejection)	دك.	reluctantly	<i></i>
reduplication	4	regenerative	S.A	remark ^{-d}	
reëlection		register-ed ^{-d}		remarkable-y	
reëngage ¹	1	(registrar)		remarkable- ness	2 16
reëngagement	/	register of deeds		remember ¹	
reëstablish-ed -ment		registration	1	remembrance	Z
reëxamine		regular-ity		remotest	
reëxamination		regularly		renownedly	12/
(resumption)	<i>c</i>	regulate-d ²		reorganization	
reëxchange	/	reinspect-ed ² -ion		reorganize	



		1100		OKIMAND	
reverential-ly	1	S		search-warrant	of s.
(referential)		sanctification	٣.	secretary	
revolution		sanctify1	عر	secretary of	<u>o-P</u>
(revulsion)	10	sanguine		state secretary of	00/
revolutionary		sanguinary		war secretary of the compar	
revolutionist		sanguinely		secretary of the treasur	
revolutionize		sanguineness	٠	secretaryship	
revolutions per minute		satisfaction	<u></u>	secure ¹	
revolve-d ^{-d}		satisfactorily	g	self /	0
revolver		satisfactoriness	وسرو	self-advance- ment	ا
(rifle)		satisfactory	····§	self-adver- tisement	
revolving		satisfy	P	self-control	
right-hand		(suit)		self-destruc- tion	
right-hand side	$\mathcal{I}_{\mathcal{I}}$	satisfied		self-develop- ment	?\ <u>\</u>
(wrong side)		savings bank	9	self-esteem	
right-handed	v	saviour	60	self-evident	ا
right of way		say (in phrases)	0	self-explana tory	
(right away)		hearsay		self-govern- ment	Sec.
(roadway)	1	how do you say	71	self-know- ledge	/
rolling-stock	<i>U</i>	she did not c	ſ 	self-neglect	<u> </u>
Roman Catholic	()	she says	~	self-preserva- tion	8
Roman Catholi- cism	<u>```</u> `	will you say		self-reliance	
room (in phrases)		scientific-al-ly	3	self-respect	9/
roundhouse	3:	scientist	9	self-righteous	,0
rupture-d ^{-d}		scripture		self-sacrifice	
		scriptural-ly		self-satisfied	

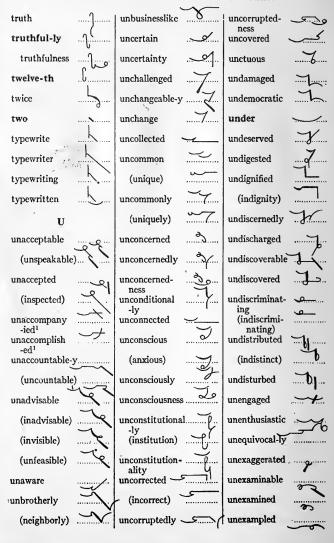
		SIGNS AND	Contra	CTIONS	85
self-sufficient	9	significance	<u> </u>	solicitor-general	69
selfish-ly	<u> </u>	(consequence	:)	somebody	
selfishness	2	significancy		something	6
sentimentalism	~ (°)	significant		sometime	
separate		(consequent)	ص	(same time)	
(spread)		significantly		somewhat	
(support)	<u> </u>	signification		somewhere	0
separately	<u>~</u>	significative	٠	somewhere or o	5
separation (voc)	signify-d	<u> </u>	son-in-law	حر
(expression)	\	similar-ity	,	South America	
(suppression)		similarly	0	southeast	9
separator		(small)	<u>~</u>	southeaster)
September		(smaller)		southeasterly)
sergeant-at-	1	(simple-y)		southeastern)
arms several	e	single		southerly	.0
severally	<u>e</u>	singly		(safely)	<u></u>
(safely)		singular-ity		southern	G
severalty	6	singularly	٧_	southerner	C
shall)	sinking-fund	م ا	southernmost	
shipment	, \	sister-in-law	يرك	southward	
shortcoming	2	situate-d ^{-d}	_P	southwardly	() () () () () () () () () ()
should (up)		situation	6	southwest	· ~
shrink	2	skillful-ly	د	southwester	\mathcal{O}_{-}
shrinkage	7	skillfulness		southwesterly	Y
sidewalk		slacken-ed ^d	.6	southwestern	·
signature		smooth-spoken	~~~	southwest- ward	<i></i>

51	ANDARD	IZED KEFOK	IING SII	OKINAND	
southwest- wardly		stenographer	~	(subtract)	Sy
speak		(son)	e.	subcontractor	<u></u>
(spoke)		stenographic	<u> </u>	subdivide	
special-ly	?	stenography	2	subdivision	
speciality	?	stepbrother		subject (n)	
specialty		stock-certificate	-301	(subject) (v)	\$
specific	<u>6</u>	stock exchange		subjected	
specifical-ly	-	stockholder		subjection	ک
specification		(soldier)		(exhibition)	
(supposition)		street-railroad	0	subjective	<i>2</i>
(plans and specification	Jo	street-railway		subjectivity	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
spiritedly	م کی ا	street-railway company	<u></u>	subjectivenes	s. S
spirituous li- quors	Υ	strength		subjugate ²	
spoken	5	strengthen	9	subjugation	······
sportsmanlike	<u></u>	strictest	را صا	(subjection)	
springlike		strictly speaking	, لو	subordinate -d ^{-d} -tion	·····
standardization	٠و	(generally speaking)	d	(specific)	
standardize	b	strong	9	(subornation)	
statesmanlike	83	strongly 9	7	subpoena-ed ^d	9
statistician	<i>k</i>	stronger		subpoena duces tecum	6 Y.
statute		strongest	ف	subscribe-d1	· }
statute of limi- tations	fo	stronghold		subscriber	9-1
statutory		structural	.]	subscription	8
steam-engine	of	structure		subscriptive	9
steam shovel		stumbling-block		subsequence	
steamship		subcontract		subsequent	

subsequently	8	(sudden)	S	(expression)	<i>\</i>
subserve-d ^{-d}		suggestively	Sec	(separation)	
subservience	¥	suggestive-	Le la	(voc.) supreme (in	~
subscrviency	\	ness superficial-ly		phrases) supreme cour	t
substantial-ly		superficiality	(ريا	supremest	~
substantially correct	0	superficial- ness		sure	2
substantially the same		superhuman	2	(assure)	2
substantials		(superman)		surely	2
substantiate-d	1	superincumbent		surcness	2.
substitute ²		superintend -ent	2	surgcon-general	Ja
substitution		superintend- ence	20	surprise	<u>/</u>
substructure	·87	superintend-	?·	(express)	
subtraction		ency supernatural		(suppress)	
subtractive	8 8 m	-iy superscribe ¹	9	surprisingly	· ·
succinct	0	superscription	يكي ا	surprised	0
succinctly	<u> </u>	superstruction	- Sq	(expressed)	<i>b</i>
suddenly	- L	superstructural		(suppressed)	····
sufficiency	9	superstructure		surveyor-gen- eral	~ J
sufficient-ly		suppress	~	suspect ²	
suffrage		(express)		suspension	2
(savage)		suppressive	9	suspensive	
suffragette	5/	(expressive)		suspensory	
suffragist	~~~	suppressor		suspicion	
suggest-ed ^{-d} -ion	/	suppressed		suspicious	6
(said)	1	(expressed)	0	suspiciously	
suggestive	1	suppression		suspiciousness	Se

, 51	AMDAKI	MELD KEIOK	IING SI	IOKIHAND	
swift	٠و	temperateness	وحا.	thanksgiving	(
(soft) (voc.)	-e	temperature		that	(
swifter		tempest	l	the	
swiftest	.,	tempestuous	lp	the other	(
switch		temporarily	يسار	them	(
switch engine	·	temporary	/	themselves	6
switchman		temporary ali- mony	L/	(this is)	6
system	l	tendency	y	thenceforth	
(city)	ρρ	tending to show	رك	thenceforward	.6
systematiza- tion	Je D	territorial	V	thereafter	
systemization	ı	territory	V	therefore	5
Т		testatrix		therefrom	,)
tangible-y-ility		(administra- trix)	····}	thereinafter	کر
tangibleness		testimony		theretofor	· 5
tank		testimony of the	e	thereunder	2
taxicab		testimony of the	e	therewith	·}
technical-ly		testimony of the	e5	therewithal	G
technicality		textbook	لـو	thermometer	
telegram		texture	صا	these	/
telegraphic		thank	((this)	6
telegraphical	1	thanked	((those)	6
telegraphically	. [thankful-ly	····(j·;···	thing	
telescope-ic-ally		thankfulness	٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠٠	think	(
tell	Î	thankless	(^0	thinkable	···-{
temperament-al	مسا	thanklessly	(/6	thinker	<u></u>
temperately		thanklessness	(this	6

	WORD	SIGNS AND	CONTRA	CTIONS	09
thoroughgoing		(for the first day)	- a - 1	transfer ^{-d} (v)	b
those	6	tincture-dd	اب	transfer (n)	
though	(to		transferability	E
thousand		to a	1	transferable	b
thousandfold		to the		transference	
thousandth	(together		transform-ed	
threshold	'V	tomorrow	/	transforma-	
threshing-ma- chine	2	tonight ,		transformer	P
throughout)	too	\$	transgress	
thunderstorm	1	topography-ic		transgressed	صل ا
thus	6	toward	1	transgression	رسطار.
thyself	6	towards	B	transgressor	ها
tighten		town hall		tranship-ed ¹ -ment	
(deaden)		town clerk	J	transport ²	
till		(town clock)	.j	transportable	
(until)		trade-mark	2	transportation	
(at all)	;f	tragedy		transporter	
timber		transaction		transubstantia-	J.
timbered	~	(transition)		transverse	b
time (in full or)		transatlantic		transversely	
day time	-L	transcontinenta	1.7	treasure	
time of day	\mathcal{T}	transcontinenta line	1,}	treasurer	YJ
timecard		transcribe ¹		treasury	X.D
(ticker)	<u> </u>	transcriber	7	trial	
timekeeper	-1//	transcript	<u></u>	trunk	
(for the first \time)	2 d	transcription	` ئى	trunkful	<u>)</u>



	WORD	SIGNS AND	CONTRA	CHONS	/1
unexcepted	٠٠٠٠	uniformity		universalness	
unexception-	S.	uniformly	~~~	universe	
ableness unexpected	19	(inform)	<u>S</u> .	university	
(inspected)	9	unimaginable-y	J	(anniversary))
unexpectedly	9	unimaginative		unlearned	J. J.
unexplainable	£	unimportance-t	\sim	unlearnedly	75
unexplained	2	(unimproved)		unlearnedness	100000
unexploded	-	unimportantly		unless	. ف.
unexpressed		unimprovable	~~	unmannerly	
unfairness		unimproved	-	unnatural-ly	
unfamiliar-ity		(unimpor- tant)	\sim	unnaturalized	
unfamiliarly		uninfluenced	~~	unnegotiable	
unforgiven		uninfluential		unnumbered	
unforgiving		uninformed		(encumbered))
unforsaken	- Ca-s	uninhabited		unobjected	1
unforeseen	ر ا	uninstructed		unobserved .	×.
unfortunate-ly	5	uninstructive		unobstructed	
unfurnished	2	uninterruptedly	~~	unobstructedly	- N
(unvarnished)	unintoxicating		unorganized	<u></u>
ungentleman-	j	union	600	unpopular-ly -ity	~~\
ungentlemanli- ness	J.	(communion)		unpractised	2
ungentlemanly		United States		unprecedented	· · · · · · · · · · · · · · · · · · ·
(ungently)		universal-ly	~~	unpremedi- tatedly	7
unholiness		Universalism		unpreserved	~X
unhopeful-ly		Universalist		unprincipled	7
uniform)	universality		unprobated	//

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unproductive	unspoken	untruthfulness
unprohibited	unsportsman-	unusual-ly
unprophetic	unstatesman-	unwarlike
unproportionate	unsteadfast	unwelcome-d
unproportioned	unsteadfastly	unwilling
unpublished	unsteadfastness	unworkmanlike
unquestion-	unsubjected	unworldliness
unreasonable-ye	unsubjugated	unwritten
unreasonable-	unsubordinated	(in writing)
unreformed	unsubstantial-ly	upheld
unrelated —	unsubstantiat-	(pulled)
unrepresented	unsuggestive J	uphold
unresponsiblee	unsuspected	upper
unrewarded	unsuspectedly	upstairs
unsanctified	unsuspectingly	usual-ly
unsatisfactorily	unsuspicious	utilitarian
unsatisfactory	unsuspiciously	utility
unsatisfied	unsuspicious-	utilization
unscriptural	unthankful-ly	utilize
unsecure	unthinkable	utilized
(insecure)	unthinking	v
unsecured	until	vacant
unselfish	untimbered	vaccinate ²
unselfishly	untinctured	(fascinate)
unselfishness	untoward	vaccination
unspeakable-y	untruthful-ly	vaccine

vainglorious	<u></u>	vengefulness	7.0	(feasibility)	(c)
vainglory	<u></u>	verge		visibleness	
valid		(average)		(advisable- ness)	6
(valued)		(voyage)	/ >	(feasibleness)	
validity	<u> </u>	vermiform	2	visitor	0
validly		vice versa	e	vitriform	
validness	وے	vice-president	g	viva voce	
value ¹	<u>.</u> .	vicinity	ا ا	vivisection	
valuable	ر	vigilance	<u></u>	voluntary	<i>o</i>
(available)		vigilant		voluntary ac-	رے
valuableness	J.	vigilantly		voluntarily	9
(voluble)		virgin		voluptuous-ly	<u></u>
valuation	. 6	virginal		-ary voluptuousness	<u>C</u>
valuator	2	Virginia	<u>~</u>	w	9.
valueless		Virginian	·	warehouse	Ž9
vanquish ¹ .		virginity		(work house)	05
vanquishable		virtue		warehouseman	Ž
vanquisher		virtueless	~~ <u>~</u>	warm ¹	
vanquishment		by virtue of		warmer	
vegetable	1 4				
		virtuous	6	warṃly	~
vegetable king-		virtuous virtuously	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	warmly warmness	~
vegetable king- dom vegetarianism				. •	~
dom	7 7 7	virtuously	V	warmness	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
dom vegetarianism		virtuously virtuousness visible-y (advisable)	V	warmness warmth	~ ~ ~ ~
dom vegetarianism vegetate-d²		virtuously virtuousness visible-y	V	warmness warmth warranty deed	
dom vegetarianism vegetate-d ² vegetative		virtuously virtuousness visible-y (advisable) -bility)	V	warmness warmth warranty deed was	

,	IMDAK	DIZED KEIOI	KIING S	HORITAND	
(weather)		what were		whereas	2
watermark	7	what would		whereof	
way (in phrase	s)cə	what year	?	whereon	
(railway)	V.	what you-r		whether	c
wayward		whatever	ال	whether or not	
waywardly	V.S.	wheelbarrow		(as to whethe	_
waywardness	کیجیو	when		whether we	
we		whenever		whether you-r	
we are	<i>V</i>	whensoever	9	which	/
we are not	<u>ن</u>	whence	ف	whichsoever	6
we were	<u> </u>	whencesoever	و	whichever	·b
we will		where		while	
we will not	6	whereabout		whilst	-
we would	C	whereabouts		whimsical-ly	<u></u>
wearing appare		whereat		whimsicalness 6	
weather	c	wher <i>e</i> by		whitewash	<u></u>
welcome	.6	wherefore	1	whithersoever	d
were	c	wherein	'	Wisconsin	<u> </u>
were we		whereintò	1	who	
were you-r	<i>O</i>	wheresoever		whoso	
westerly	X	whereto		whosoever	é
westward		whereunto	/	whoever	L
westwardly,		whereupon	v	(who are)	7
West Virginia	d	wherever	1	(who have)	<i>L</i>
what	2.7	wherewith		whole	
what we		wherewithal		wholeness	٠٠٠ ع

Word Signs and Contractions

	WORD	SIGNS AND	CONTRA	CTIONS	93
wholesale	کم	withheld	(workmanship	s <i>[]</i>
wholesaler	<u>6</u>	withhold		world	
wholesome	· (0)	within		worldliness	'
wholesomely	-	without		worldly	
wholesome- ness	60	withstand	9	worship	()
whom		withstood	9	would	C
whomsoever		witness		would we	
whose	6	witness stan	- 1	would what	
whosesoever	6	witnessed		would you-r	?
why		womanhood		x	,
width		womanlike		x-ray	6
will		work	V	x-ray picture	
willing		work-farm	V9	Y	
willingly		workhouse	V9.	yard	7
wish ¹		(warehouse)		yardstick	
wisher		working-day		ye	
wishing		(work day)		year	
with	ر در	workingman		yearling	ب ت
withal		workroom		yearly	(
with what		(workingroom	1) /	year to year	
with you-r		workshop	./	yes	
withdraw		(worship)	0	yes, your Honor	
withdrawal		workwoman	J	yes, sir	6.0
withdrawer		workman		yesterday)
withdrawn	<u>.</u>	workmanlike	2	yet	1
withdrew	6	workmanly	1	you	

96 STANDARDIZED REPORTING SHORTHAND

you were		, (—inn.u	yours	6
you would	O	phrases) your Honor	yourself	6
young	يب.	if your Honor	yourselves	6
young man	حد	if your Honor	youth	
younger	v	in your office	youthful-ly	6
youngest		in your shop	youthfulness	(,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
your	C	for your reply	JEFoller.	•

ERRATA AND ADDENDA

- Page 49 Antarctic, the N should be half length.
- Page 57 Discriminate, notice possible danger of conflict with designate, which should have been inserted at this point.
- Page 64 Hire should not be printed in heavy-face type.
- Page 65 Inactive, outline omitted. Should be N3-Ktiv
- Page 66 Inconsideration, line omitted. Should be second position.
- Page 67 Inexperience, line omitted. Should be second posi-
- Page 71 Marketable, outline omitted. Should be M3-Kt-Bl
- Page 88 Temperature, danger of conflict with temper in cases like "the temperature of the metal." Vocalize temper.
- Page 92 Unquestionable should be in second position.
- Page 92 Unusual, the words anguish and English should be inserted in parentheses after this to call attention to possible conflicts.



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